2011-2012 CATALOG

TYLER JUNIOR COLLEGE

Tyler Junior College

Catalog 2011-2012

Information contained herein is subject to change without notice.

Release Date: 4/15/11
Updated: 5/11/11

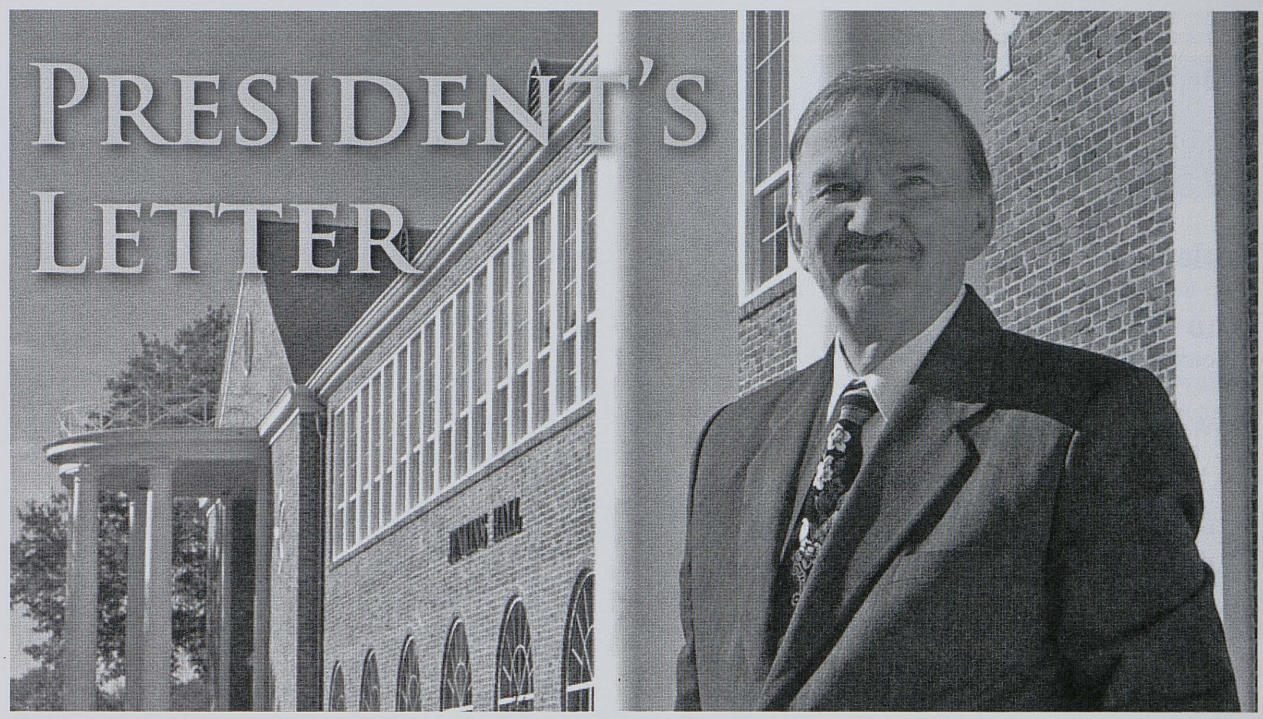
About the Catalog

Most students who attend Tyler Junior College select courses to enhance their skills or to transfer to a four-year institution. This Catalog is a guide for the individual student's learning and success in reaching their desired goal.

This Catalog has been prepared from existing policies and information obtained from the appropriate Tyler Junior College officials. The Catalog is informational in its purpose and does not constitute a contract between Tyler Junior College and any person or entity. The content is current as of the date of publication, but it is subject to modification and change at any time in order to accommodate those changes in educational plans, resources, policies, procedures, and administrative, state, and federal regulations. For curriculum changes and updates, refer to the Catalog online at www.tjc.edu/catalog/

Not all courses listed in this Catalog are offered each semester. The College reserves the right to select the courses to be offered during any session. Each semester the College produces an online schedule listing of those courses to be offered. Schedules are made public and available to students as early as possible prior to the beginning of each Fall, Spring, Summer and Mini-mester.

Tyler Junior College gives equal consideration to all applicants for admission, employment and participation in its programs and activities without regard to race, creed, color, national origin, gender, age, marital status, disability, veteran status or limited English proficiency (LEP).



Welcome to Tyler Junior College. TJC has a rich and vibrant history that began in 1926 and continues today as we reach new heights and set new records for enrollment, quality academic programs, performing arts and athletics.

TJC now enrolls nearly 12,000 credit students and offers a wide variety of both transfer and workforce programs. It has a proud history of fulfilling its three promises of providing students with the opportunity for 1) A Quality Education, 2) A Vibrant Student Life and 3) Community Service.

TJC has specific values and expectations which guide the behavior of all who are part of our TJC campus community. There is a great deal of pride among our TJC family members and as a new member to our family, we expect you to understand what Apache Pride means and to behave in ways that advance Apache Pride. To be part of this fine institution means that you will conduct yourself in ways that demonstrate TJC Apache PRIDE which stands for:

Purpose- To be part of TJC means that I have a purpose for being in college and for engaging in a purposeful student experience that promotes learning, mutual respect, civility and positive regard toward others.

Responsibility- I am responsible for my behavior and will strive to be a positive force in my classes, in my relationships with others, and in the choices I make.

Integrity- I will practice academic and personal honesty and be a person whose words and behavior can be trusted.

Determination- I will not settle for less than my personal best, and I won't be discouraged and quit when obstacles get in the way of my bright future.

Excellence-I will do my best to reach my potential as a student and as a person so that I can be a source of pride for my family and for myself.

I encourage you to show your Apache Pride every day by smiling and greeting others, holding doors, picking up litter, showing respect and thoughtfulness, and treating others like you like to be treated.

Welcome to TJC and to being a proud member of the TJC family!

Dr. Mike Metke
President

Table of Contents

Table of Contents 4

Who Govern Us 5
- Board of Trustees 5

How We Began 5

What We Are 5
- TJC Mission Statement 5
- TJC Vision Statement 5
- Accreditation 5
- TJC Civility Statement 5

When We Meet 6

Where We Meet 8
- Buildings and Facilities 8

How To Find Us 11

How To Get Started 12
- Admission 12
- Residency Classification 14
- Tuition and Fees 16
- Academic Advising and Testing 18

What We Expect 21
- College Regulations 21

How We Help You 27
- Financial Aid 27
- Scholarships 30
- Residential Life and Housing 31
- Campus Clinic 34
- Center for Student Life and Involvement (CSLI) 34
- Support Services 36
- School of Professional and Technical Programs Office of Development and External Funding and Grants 38
- Vaughn Library 38

What We Offer 39
- Graduate Guarantees 39
- Honors Program 39
- Academic Foundations 40
- Continuing Studies 41
- Distance Education 43
- Degrees, Certificates and Graduation 44
- Academic Affairs 44
- Academic Programs 45
- Academic Degrees 45

Degree/Certificate Plans 49

Course Descriptions 114

Who We Are 179
- Executive Officers 179
- Administrative Staff 179
- Professional Staff 181
- Full-time Professors 183
- Adjunct Professors 191
- Medical/Dental Directors 199

Frequently Called Numbers 200

Appendix 201
- General Index 201
- Technical Program Index 205
- Course Index 207

Where to Write or Call

For more information concerning specific aspects of the College, contact the Admissions office.

Write:	Admissions Office Tyler Junior College P. O. Box 9020 Tyler, TX 75711–9020 admissions@tjc.edu
Telephone:	903–510–2523 903–510–2398 1–800–687–5680 TTY 903–510–2394
Spanish Hotline:	903–510–3247
Web:	www.tjc.edu

TYLER JUNIOR COLLEGE

Who Govern Us

Board of Trustees

Rohn Boone
Ann Brookshire
Michael C. Coker
John Hills
David Hudson
Joseph L. Prud'homme, M.D.
Clint Roxburgh
Peggy Smith
Lonny R. Uzzell

Accreditation

Tyler Junior College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Tyler Junior College.

How We Began

Tyler Junior College was established in 1926 as part of the Tyler Public School System, during a nationwide movement to create community or junior colleges in response to a burgeoning freshman enrollment at universities.

Tyler Junior College gave residents of the Tyler area access to higher education, offering limited courses in the traditional liberal arts and pragmatic courses in public school music and home economics.

The College had a small student body during its early years. In the 1930's, as the country struggled through the Depression, only 200 students were enrolled. However, the prosperity of the 1940's signaled major changes. In 1945, Tyler voters overwhelmingly approved a measure to create a junior college district and issued $500,000 in bonds for the College. The expansion of the College included new facilities and new full-time faculty members. Its growth came at an appropriate time for local residents and for many veterans who returned to Tyler to seek new opportunities and realized that those opportunities were linked to higher education. Tyler Junior College has continued to expand since its "rebirth" in the 1940's. The Tyler Junior College District is now composed of six independent school districts: Chapel Hill ISD*, Grand Saline ISD, Lindale ISD, Tyler ISD*, Van ISD* and Winona ISD.

Today, after 85 years, Tyler Junior College offers more courses in any single major division than were offered in the entire curriculum in 1926. Just as the courses have diversified, so have the students. Although students who reside in the Tyler Junior College District are entitled to priority in enrollment, students from throughout Texas and the United States attend Tyler Junior College. The College now has an enrollment of approximately 11,500 students each Fall semester and its enrollment base continues to grow with the addition of TJC-Jacksonville, TJC-Lindale and TJC-Rusk. In addition to college credit enrollment, approximately 15,000 individuals take continuing education courses each year through TJC.

*Portions are not in TJC District

What We Are

TJC Mission Statement

To provide a comprehensive collegiate experience that is anchored in the rich traditions of a quality education, vibrant student life and community service.

TJC Vision Statement

To be the region's premier comprehensive community college, recognized internationally for its academic and workforce programs, student life and community engagement.

TJC Civility Statement

In keeping with its rich traditions, Tyler Junior College pledges to maintain a civil campus climate in which students, employees, and visitors can experience a safe, mutually supportive, academically encouraging, egalitarian, and tolerant community.

Visit the TJC Web site @ www.tjc.edu

When We Meet

August 2011

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2011

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2011

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2011

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2011

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2012

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Summer 2011 Orientation Dates

June 15-16; June 22-23; June 29-30, July 13-14; July 20-21

Fall Semester 2011

April 17–August 10. Online registration – Fall 2011
August 11. Payment of fees deadline, 5:00 pm, Fall Long Term, Mini Term I
August 18. Final Registration for Fall Long Term & Fall Mini Term I
August 20. Fall Long Term weekend classes begin.
August 22. Fall Long Term & Fall Mini Term I begin (first class day, regular classes)
August 22–23. Administrative changes only, Fall Long Term, Mini Term I
September 5. Labor Day holiday
September 7. Official Reporting Day (All class rolls become official), Fall Long Term & Fall Mini I
September 14. Payment of fees deadline, 5:00 pm, Fall 12 Week Term
September 19. Fall Flex Long (12 Week) Term Begins
September 29. Official Reporting Day (All class rolls become official), Fall 12 Week Term
October 3. Last day to drop a course in Fall Mini-Term I with a grade of "W"
October 13–14. Final Exams, Fall Mini-Term I
October 13–14. Fall Mini-Term II registration
October 14. Fall Mini-Term I ends
October 17. Fall Mini-Term II begins (first class day)
October 17. Grades due, 12:00 pm, Fall Mini-Term I
October 21. Professional Development Day – Faculty & Staff – No Classes
October 24. Official Reporting Day (All class rolls become official). Fall Mini Term I
October 28. Last day to apply for a fall degree
October 30 – January 8. Online registration for Spring 2012 Terms
November 21. Last day to drop a course in Fall Long Term, Fall 12 Week Term & Fall Mini-Term II with a grade of "W"
November 23–27. Thanksgiving holidays (Offices close at Noon)
December 2, 5–8. Final exams: Fall Long Term, Fall 12 Week Term & Mini-Term II.
December 9. Fall Long Term, Fall Flex Long Term, Fall Mini-Term II ends
December 9. Commencement, Wagstaff Gymnasium, 6 pm
December 10. Grades due, 12:00 pm, Fall 12 Week Term, Fall Flex Long & Mini-Term II
December 19–January 2. Winter break

Spring Semester 2012

October 30–January 8. Online registration – Spring 2012
January 9. Payment of fees deadline, Spring Long Term, Spring Mini Term I
January 12. Final Registration for Spring Long Term & Spring Mini Term I
January 16. Martin Luther King, Jr. holiday
January 17. Spring Long Term, Spring Mini-Term I begin
January 17–18. Administrative changes only, Spring Long Term & Spring Mini I
February 1. Official Reporting Day (All class rolls become official). Spring Long Term & Spring Mini I
February 8. Payment of fees deadline, Spring 12 Week Term
February 13. Spring 12 Week Term begins
February 17. Professional Development Day – Faculty & Staff – No Classes
February 23. Official Reporting Day (All class rolls become official) Spring 12 Week Term
March 1. Last day to drop a course in Spring Mini-Term I with a grade of "W"
March 8–9. Final exams, Spring Mini-Term I
March 8–9. Spring Mini-Term II registration, advisors' office

March 9.	Spring Mini-Term I ends
March 12.	Grades due in Registrar's office, 12:00 pm, Spring Mini-Term I
March 12–16.	Spring holidays (inclusive)
March 19.	Spring Mini-Term II begins
March 25–May 6.	Maymester Online registration
March 25–May 29.	Summer Term I Online registration
March 25–July 1.	Summer Term II Online registration
March 26.	Official Reporting Day (All class rolls become official).Spring Mini Term II
April 2.	Last day to apply for a spring degree
April 6–8.	Easter holidays (inclusive).
April 22–August 8.	Online registration for Fall 2012
April 27.	Last day to drop a course in Spring Long Term, Spring 12 Week & Spring Mini-Term II with a grade of "W"
May 5.	Final exams for classes meeting Saturday only, Spring Long Term
May 7-10.	Final exams, Spring Long Term, Spring 12 Week & Spring Mini-Term II
May 11.	Spring Long Term, Spring 12 Week & Spring Mini-Term II end
May 11.	Commencement, Wagstaff Gym 2:00 pm and 6:00 pm
May 12.	Grades due 12:00 pm, Spring Long Term and Spring Mini II

MayMester, Summer Term I, Long Term 2012

March 25–May 6.	Online registration - Maymester
March 25–May 29.	Online registration – Summer I and Long Summer
May 7.	Payment of fees deadline for Maymester
May 14.	Maymester begins (Classes meet M-F with the exception of Memorial Day, May 28)
May 16.	Official Reporting Day (All class rolls become official), Maymester
May 28.	Memorial Day holiday
May 29.	Online registration ends, Summer I, Summer Long Term
May 30.	Payment of fees deadline, Summer I Term and Summer Long Term
June 1.	MayMester Final Exams
June 1.	MayMester ends
June 4.	MayMester grade due, 12:00 pm
June 4.	Summer Term I begins (Classes meet Monday –Thursday)
June 4.	Summer Long Term begins (Classes meet Monday –Thursday)
June 4.	Administrative changes only, Summer Term I, Summer Long Term
June 7.	Official Reporting Day (All class rolls become official). Summer Long Term, Summer Term I
June 28.	Last day to drop a course with a grade of "W," Summer Term I
July 4.	Fourth of July Holiday
July 5.	Last day to apply for a summer degree
July 5.	Final exams Summer Term I, Summer Term I ends.
July 6.	All grades due, 5:00 pm, Summer Term I

Summer Term II, 2012

March 25–July 1.	Online registration – Summer II
July 2.	Payment of fees deadline
July 4.	Fourth of July Holiday
July 9.	Summer Term II begins (Classes meet Monday –Thursday)
July 9.	Administrative changes, Summer Term II
July 12.	Official Reporting Day (All class rolls become official) - Summer Term II
July 30.	Last day to drop a course with a grade of "W," Summer Term II, Summer Long Term
August 9.	Final exams Summer Term II, Summer Long Term
August 9.	Summer Long Term, Summer Term II, Summer Long Term end
August 10.	Grades due 5:00 pm, Summer Term II, Summer Long Term

This calendar is subject to change. Consult the Registrar's office.

February 2012

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March 2012

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2012

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2012

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2012

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2012

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2012

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11

Where We Meet

Buildings and Facilities

The Main Campus

Tyler Junior College operates four primary locations to serve its students and community partners. The Main Campus, 1400 Fifth Street (US Highway 64 East), includes more than 101 acres of property and 30 buildings. The Main campus is dotted with stately hardwood trees and includes nine residence halls.

The **White Administrative Services Center** houses the trustees board room and the offices of the President, Vice Presidents, Provost, Admissions, Registrar, Business Services, Financial Aid, Human Resources, Alumni Relations, Marketing and Public Affairs, Scholarship, Information Technology, the TJC Foundation, and the Cashier.

The **Residential Life and Housing** building includes offices for Residential Life staff, who manage the residence halls, and is where students apply for on-campus housing.

At the **Rogers Student Center** are the Apache Rooms (multi-purpose meeting rooms), the TJC Bookstore, the College dining hall, the Center for Student Life and Involvement office (CSLI), the First Year Experience office, the Learning Loft (tutoring center), Scholars Academy, TRiO, Support Services, Academic Advising Center for transfer majors, recreational facilities, club/organization meeting spaces, student lounges, the ETMC Campus Clinic, Career Service and the Testing Center.

The **Aleck Genecov Science Building** provides facilities for lab sciences and offices.

Potter Hall includes classrooms, the office of the dean of academic foundations, and faculty offices.

Hudnall Planetarium is used to reinforce classroom instruction and meet the needs of the community.

H. E. Jenkins Hall is an academic building with faculty offices, an art exhibit wing and the office of the dean of liberal arts and sciences.

The **Wise Auditorium Fine Arts Building** contains special rooms for music, art, drama and speech, as well as a small theatre. At the **Watson Wise and Emma Wise Cultural Arts Center** are music/dance and speech/theatre departments, in addition to offices, classrooms, practice rooms and the Jean Browne Theatre.

The **George W. Pirtle Technology Center** provides classrooms and labs for technical courses, nursing and health sciences majors, in addition to the office of the dean of professional and technical programs and the office of the dean of nursing and health sciences.

The Bonna Bess Vaughn Conservatory features a large, fully equipped greenhouse conservatory with a reception area, classrooms and offices.

The **Vaughn Library** was established as a center for research and academic support and hosts a library collection of over 104,000 volumes of print materials plus magazines and journals, audio books, DVDs and videos, a multimedia non-print collection, and Vaughn Electronic Research Center—an open computer lab with 79 workstations. Also housed in the Library are several computer-equipped meeting rooms, the Distance Education offices, Multimedia Access and Production Center, the office of Coordinator of Professional Development, the Faculty Senate Office, and the office of the Director of the Quality Enhancement Plan.

Both recently renovated, **Wagstaff Gymnasium** and the **Joseph Z. and Louise H. Ornelas Health and Physical Education Center** house recreational facilities. Wagstaff Gym provides modern facilities for programs in intercollegiate athletics, as well as general programs. The **OHPE Center** offers comprehensive fitness facilities including a gymnasium, indoor walk/run track, aerobics and dance studio, a weight room, racquetball courts, an aquatics area, and the band hall and Apache Belles studio.

The **JoAnn Medlock Murphy Tennis Center** is home to classrooms and coaching and instructional offices for the men's and ladies' tennis teams and the professional tennis management program. The nearby **Louise Brookshire Community Tennis Complex** offers eight tennis courts for College and public use.

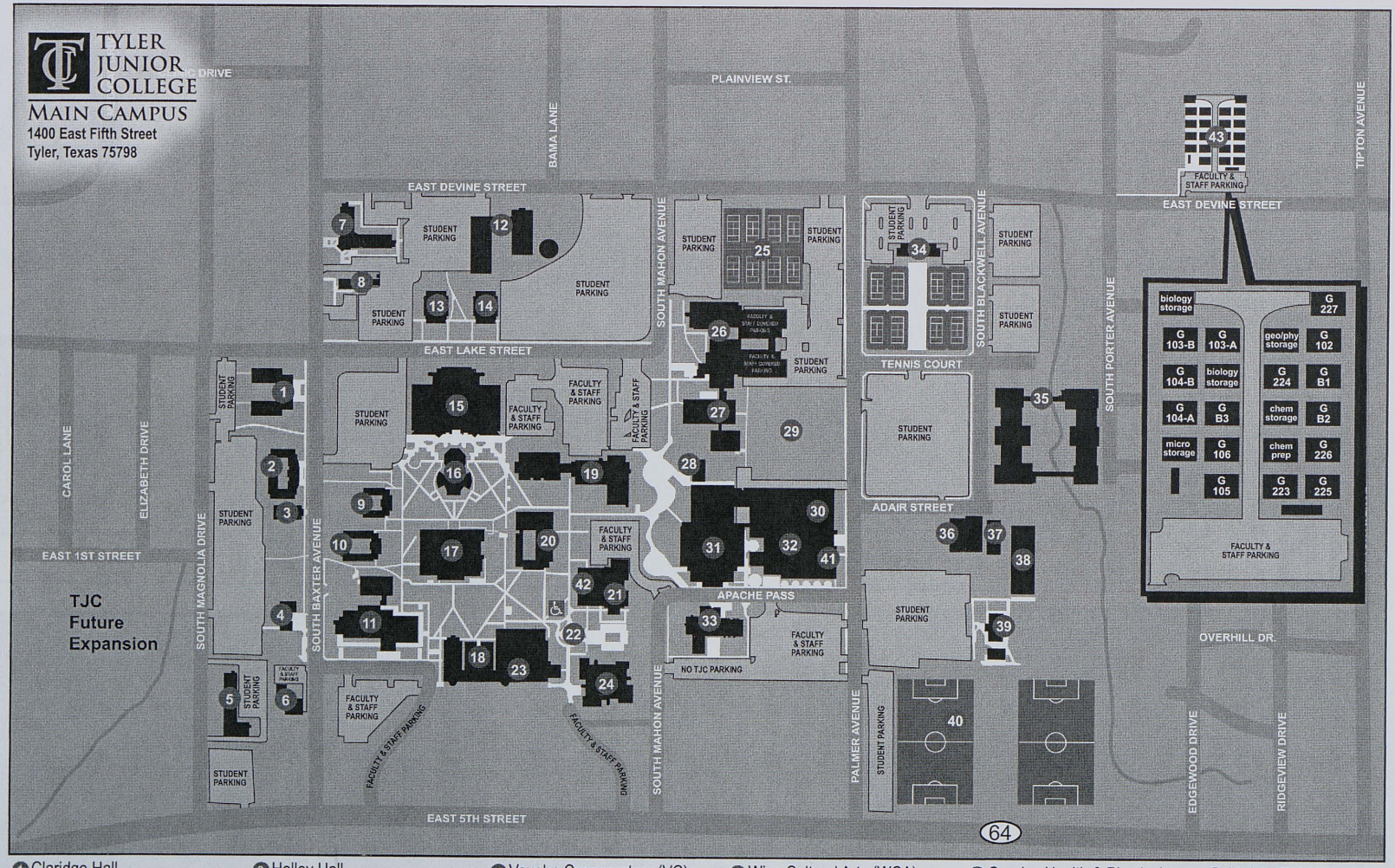
The College's residence halls offer suites for four students sharing a bathroom and two bedrooms. **Bateman Hall** houses 150 students, while both **Hudnall Hall** and **Claridge Hall** have room for approximately 90 students. **Sledge Hall** and **Holley Hall** house 60 to 70 students, and **Lewis, Vaughn** and **West Halls** lodge about 50 students each. The **Louise H. and Joseph Z. Ornelas Residential Complex** is a 462-bed facility housing both male and females. The complex features large rooms, a cyber lounge, a media room, a convenience store and a sand volleyball court. All halls have full-time staff to provide student development activities and operational supervision.

The **Pat Hartley Field Complex** serves as home to the men's and women's soccer teams and includes two regulation- size soccer fields, a walking trail, a concession facility and a field house. Playing fields also serve as a practice facility for football and as a resource for intramural and continuing education programs.

The **Baldwin Facilities and Construction Building** and **Satellite Physical Plant** includes offices for maintenance and physical plant staff and provide heating and cooling for the campus.

Campus Services houses mail and duplication, central supply and purchasing offices.

Research and Marketing Services is home to Institutional Effectiveness, Planning and Research, the



1. Claridge Hall
2. Sledge Hall
3. Research & Marketing Services (RMS)
4. Campus Services (PRCH)
5. Bateman Hall
6. Residential Life & Housing (RLH)
7. Hudnall Hall
8. Campus Safety (CS)
9. Holley Hall
10. Vaughn Hall
11. White Administrative Services Center (WASC)
12. Baldwin Facilities and Construction (BMB)
13. West Hall
14. Lewis Hall
15. Rogers Student Center (RSC)
16. Vaughn Conservatory (VC)
17. Vaughn Library & Resource Center (LRC)
18. Gatewood Garden
19. Genecov Science Building (G)(GB)
20. Potter Hall (P)
21. Wise Auditorium (WA)
22. Ina Brundrett Azalea Garden
23. Jenkins Hall (J)
24. Wise Cultural Arts (WCA)
25. Louise Brookshire Community Tennis Complex
26. Pirtle Technology (T)
27. Dental Hygiene Clinic
28. Hudnall Planetarium (HUDP)
29. Intramural Field
30. Band Hall
31. Wagstaff Gymnasium (WG)
32. Ornelas Health & Physical Education Center (OHPE)
33. Tyler Museum of Art
34. JoAnn Medlock Murphy Tennis Center (JMTC)
35. Louise H. & Joseph Z. Ornelas Residential Complex
36. Satellite Physical Plant
37. Athletic Strength & Conditioning Facility
38. Athletic Field House
39. Pat Hartley Complex & Concession Stand
40. Pat Hartley Field
41. Apache Belle Studio
42. Fine Arts (FA)
43. Apache Woodlands

12-16-2010

Please check the Web site for the most current map: **www.tjc.edu**

Creative Services Division of Marketing and Public Information and campus custodial services.

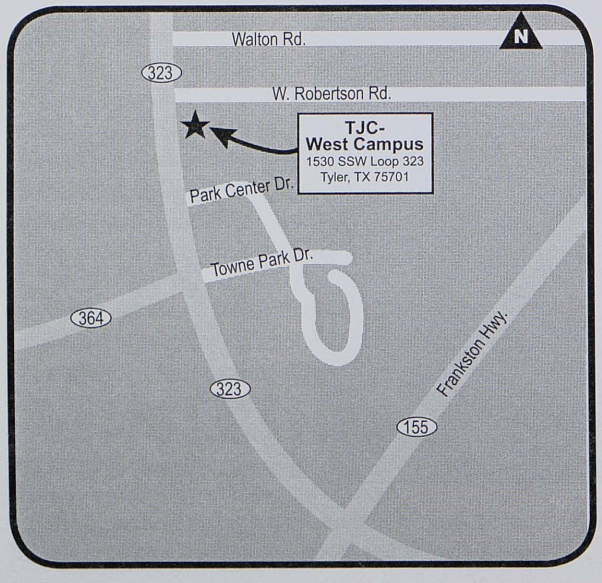
Also located on the Main Campus, through a cooperative agreement with the College, is the **Tyler Museum of Art,** a privately-funded contemporary museum.

The West Campus

At TJC's West campus, 1530 South-Southwest Loop 323, are the **Regional Training and Development Complex (RTDC)** and the **Skills Training Center (STC).** The RTDC is home to Continuing Education, the Small Business Development Center, the Tyler Area Business Incubator, TJC Corporate Services, and the Literacy Council of Tyler. The facility is an 84,000-square-foot building which provides quick start-up, fast turnaround, and low-cost training programs for business and industry, in addition to offering lifelong learning and professional enhancement programs for groups and individuals. Also, four credit technology programs—heating, air conditioning and refrigeration; early childhood education; surgical technology; and vision care technology—are located at the RTDC.

The **Skills Training Center** is an innovative, joint project with area public schools and is financed with assistance from the Tyler Independent School District, the Tax Increment Finance Board, and the Tyler Economic Development Council. The Skills Training Center includes the **Jake and Mary Roosth Automotive Technology Center** and the College's automotive technology and welding technology departments. The center and its departments are utilized by area high school students taking part in dual credit enrollment programs, which offer the opportunity for college credit prior to high school graduation. Many of the students continue their studies after graduating, obtaining certification in technical fields to enter into the expanding job market.

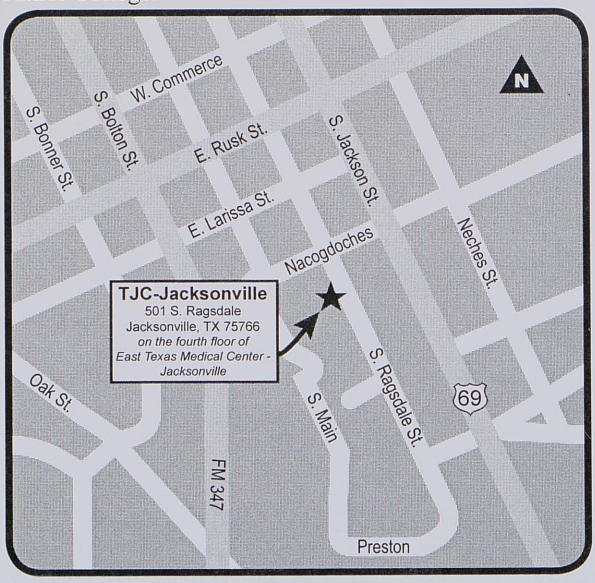
The STC also is home to **Luminant Academy**, a subsidiary of Energy Future Holdings Corp., formerly TXU Corp. Students attending Luminant Academy classes earn continuing education hours for courses or certificates of completion from the College while being trained to work at generation, mining and construction operations for Luminant, which operates power plants in nearby Rusk and Titus counties. Luminant Academy houses 10 classrooms and office space for 10 permanent staff members. Approximately 300 students per year attend the Academy.



TJC-Jacksonville

TJC-Jacksonville, 501 S. Ragsdale, is located on the fourth floor of East Texas Medical Center Jacksonville. Studies offered at TJC-Jacksonville include the College's 12-month vocational nursing education program and the LVN-ADN transition program, designed for a licensed vocational nurse to complete the associate degree nursing program and be qualified to become a registered nurse. Additional classes offered at this site include general education courses needed to qualify for entry and completion of nursing and other health-related and college transfer programs.

TJC-Jacksonville is the result of a partnership between the Jacksonville Economic Development Corporation, Trinity Mother Frances Hospitals and Clinics, East Texas Medical Center Regional Healthcare System, and Tyler Junior College.

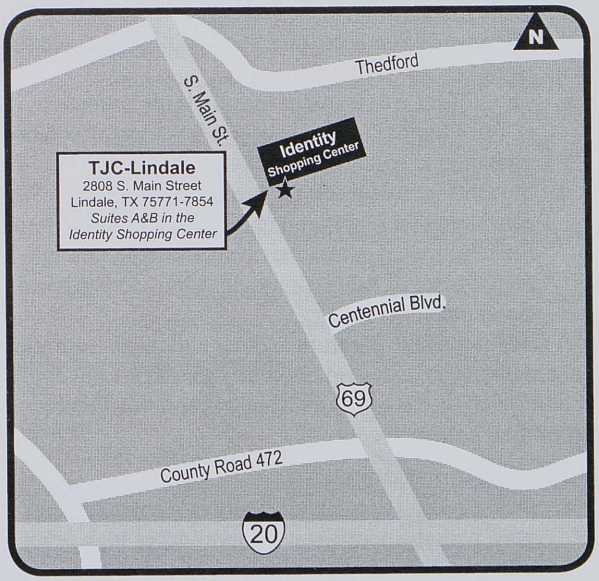


Visit the TJC Web site @ www.tjc.edu

TJC-Lindale

Studies offered at TJC-Lindale include the College's 12-month vocational nursing education program as well as general education credit courses needed to qualify for entry and completion of nursing and other health-related and college transfer programs. Continuing education courses are also offered at this site.

TJC-Lindale is located at 2808 Main Street in the Identity Shopping Center on the east side of Highway 69, approximately one-half mile north of Interstate 20. It is a result of a partnership between the Lindale Economic Development Corporation, the Lindale Independent School District, and Tyler Junior College. TJC-Lindale brings lifelong learning to residents of northern Smith County and provides a resource for high schools in Smith, Van Zandt and Wood counties, where TJC offers dual credit courses that provide college credit to eligible high school students.

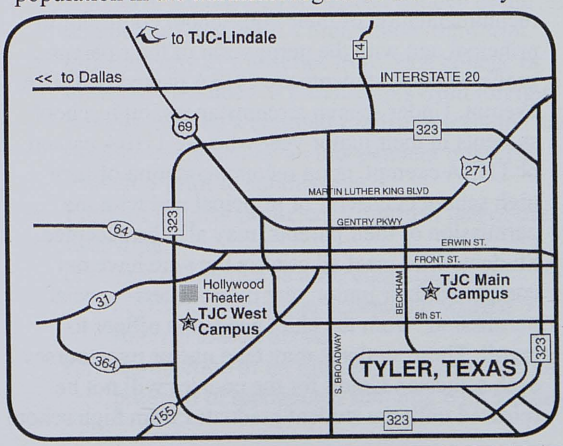


TJC-Rusk

At TJC-Rusk - located on the campus of Rusk State Hospital on U.S. Highway 69 - the College maintains a 12-month vocational nursing education program. All academic courses for students within the TJC-Rusk LVN program are offered on site.

How To Find Us

The Main Tyler Junior College campus is located in Tyler, Texas, a progressive city of approximately 100,000 population in the northeast region of the state. Tyler is well-known not only for its roses and azaleas but for its industry, modern medical facilities, shopping centers, symphony orchestra, civic theater, art museum, public recreational facilities, *and* opportunities for higher education.



How To Get Started

Admission

All materials required for admission to Tyler Junior College must be on file in the Admissions office prior to registration. All applicants need to submit a completed admissions application (a TJC application or an ApplyTexas.org application) and Texas Higher Education Assessment (THEA) scores or THEA alternative scores (Accuplacer, ASSET, COMPASS) unless exempt. Also see the Testing/Assessment section. Additional required materials depend on the method of admission—see below.

A new applicant whose file is incomplete at the time of registration may only be allowed to enroll on conditional status, granted by the Director of Admissions, until completion of the admission file.

Admission is conditional until receipt of transcript showing that the Texas Assessment of Academic Skills, the Texas Evaluation of Minimum Skills, or the Texas Assessment of Knowledge and Skills (TAKS) has been passed. No student will be permitted to re-enroll until admission requirements have been met. Students are encouraged to submit applications as early as possible in order to facilitate the early advisement process.

All beginning freshmen will be tested in basic skills and will be placed in classes in accordance with their performance.

Responsibility rests upon the student applicant for insuring that all necessary materials have been submitted for admission.

A completed application form must be on file prior to a student attempting to register for classes and before the first consultation with an academic advisor, if needed. A student may apply in person or by mail using a printed TJC Admissions Application, or online at www.applytexas.org.

Methods of Admission

Tyler Junior College gives equal consideration to all applicants for admission without regard to race, creed, color, national origin, gender, age, marital status, disability, veteran status or limited English proficiency (LEP).

1. High School Graduate

An official high school transcript showing date of graduation and passing of TEAMS, TAAS, or TAKS test for those subject to these tests is required.

Students whose transcripts do not show successful passing of the TEAMS, TAAS, or TAKS test and who score below college-level on placement testing may be granted provisional admission. These students will be restricted in their enrollment of courses and course load.

2. Admission by Examination (General Educational Development Test)

GED students who wish to enroll in Tyler Junior College may be considered. Applicants must submit official passing GED test scores and follow standard criteria for admission (listed previously).

3. Admission of Transfer Students

Students may be accepted in transfer from other colleges and universities when eligible to return to their former institutions. (See Reverse Transfer Graduation for more information.)

Procedural guidelines for transfer students include:

a. The student will furnish official transcripts from all colleges or universities attended.
b. Tyler Junior College will analyze the transferring student transcripts to determine the level, content quality and quantity and relevance to TJC curricular offerings before accepting transfer of prior academic work.
c. The student will continue on scholastic probation at Tyler Junior College if he/she has been placed on probation at another institution.
d. Students on Academic Suspension will not be considered for admission until their suspension term has been met. Appeals may be considered through the Director of Admissions and Admissions Appeal Committee.

A student transferring from another collegiate institution is not at liberty to disregard his collegiate record and apply for admission on the basis of his high school record or a part of their college record.

4. Special Admissions

a. Dual Credit: High school Junior or Senior students may, with the permission of appropriate high school officials, enroll in Tyler Junior College courses taught on their high school campus or on the Tyler Junior College campus. Students receive dual credit if they are receiving both high school and college credit for their course. Please check with the Office of Dual Credit for testing and enrollment procedures.
b. Early Admission Students: Special high school students are accepted during their senior year upon recommendation of their high school counselor or principal and with the permission of their parents, provided these students are THEA passed or THEA exempt. Under special circumstances, high school students in their junior year who are THEA passed or THEA exempt, upon recommendation of their high school counselor or principal and with the permission of their parents, may also be accepted. Students who meet all criteria but who have not completed their junior year may request "special permission" from the chief academic officer to enroll. These students may take one or two courses each semester. Credit for the courses will not be released until the student graduates from high school

and furnishes Tyler Junior College with a transcript showing date of graduation. Please check with the Office of Dual Credit for testing and enrollment procedures.

c. Allied Health Programs: In addition to admission to Tyler Junior College, students must fill out appropriate application to the particular allied health program in which they are interested. Enrollment into these programs is limited due to clinical facilities available. (Admission to Tyler Junior College does not guarantee acceptance into an allied health program. Also see Selective Admissions.)

d. Independent Study (Home School): Students who are under 18 years of age and who are applying for admission based on the completion of an independent study equivalent to the high school level in a nontraditional setting rather than through a public high school or accredited private high school may be admitted on an individual approval basis provided they:

(1) Present a notarized record of the high school equivalent work completed and the date of successful completion. This work should be consistent with the TEA minimums for high school completion.

(2) Comply with institutional testing requirements; and

(3) Agree to limitations or conditions of admission established by the institution.

5. International Students

The following requirements apply to international students:

Immigrant and refugee students—Students must submit verification of immigrant card or I-94 Refugee Permit.

Non-immigrant alien students—The following requirements apply to all students holding visa category A–L issued by Immigration and Naturalization Service:

a. Application and all documents should be on file at least 60 days prior to registration.

b. Official copy of transcript for the last four years of secondary school. The official transcript must be an original copy translated into English and must show each course completed and grade earned. Students who have attended an American college or university do not need to submit a high school transcript.

c. Official copy of transcript from each college or university attended. All transcripts from foreign schools must be a certified English translation and must be evaluated by an independent transcript evaluator prior to submission.

d. Proof of English proficiency. Furnish one of the following:

(1) Test of English as a Foreign Language (TOEFL); minimum acceptable score is 71 Internet-Based Score.

(2.) Completion of an English Language School or program of recognized standing with attained proficiency equivalent to above TOEFL score as approved by Office of Admissions.

(3) Other proof of English proficiency equivalent to above TOEFL score as approved by Office of Admissions.

e. Immunization requirements for international students (immigrant refugee and non-immigrant alien):

(1.) Freedom from infectious tuberculosis should be ascertained by:

(a) Tuberculin test (5 TU. PPD, Mantoux technique) required within six months prior to admission.

(b) Posterior/anterior chest x-ray is required prior to admission if tuberculin test had a positive reaction.

(2.) Types of immunizations:

(a) Diphtheria (within 10 years)

(b) Tetanus (within 10 years)

(c) Poliomyelitis (Types I, II & III)

(d) Mumps

(e) Measles

(f) Rubella

f. Proof of financial ability to stand all expenses for the college year. We have no scholarship or financial aid available for foreign students, nor do we issue work permits for them. This means that the student must show his/her ability to stand all expenses for the college year (Form I–134). Athletic scholarships ***may*** be awarded to international students.

g. Proof of hospital and accident policy to cover hospitalization is highly recommended.

h. Compliance with all requirements and procedures established for visa category by U.S. Citizenship and Immigration Services (USCIS).

6. Veterans Services

Tyler Junior College is approved for Veterans training. Consult the college Veterans Coordinator located in the Admissions Office for information and assistance. The student may apply for Veterans Benefits on line at www.gibill.va.gov or visit the online Veterans page at www.tjc.edu/veterans.

7. Hazlewood Act

Veterans who are receiving Federal VA Educational benefits as well as Veterans who have exhausted their Federal VA Educational benefits may be eligible to receive benefits under the Texas Hazlewood Act. Veterans qualifying for the Hazlewood benefits "may be" exempt from Tuition and Related Fees.

Requirements:

1. Be resident of Texas when they entered the military or
2. Designated Texas as their Home of Record or
3. Have entered the military from Texas and
4. Have an Honorable Discharge or General under Honorable Conditions
5. Have "more than 180 days" of active duty, excluding Training

6. Have not defaulted on Federal Education Loan
7. Have exhausted all Federal VA Educational benefits Dependent Children and Spouses: Hazlewood eligibility requirements have changed.

Hazlewood benefits for Veterans, Spouses and Dependents have recently changed.

For more information, contact the Veterans Coordinator in the Admissions Office located in the White Administrative Services Center.

Admission Test Scores Requirement

All students are strongly encouraged to submit scores of the ACT, SAT, and/or TAKS. Such scores are used for academic advising only.

Beginning students may be required to take placement tests in writing, mathematics, and reading for proper placement in courses at Tyler Junior College. Information on these tests may be obtained by contacting the Tyler Junior College Admissions office.

The ACT and SAT tests are scheduled at Tyler Junior College and other conveniently located testing centers in Texas and elsewhere. Current year's testing dates may be obtained from the Tyler Junior College Testing Center, a high school counselor, college advisors, or from the Admissions or Registrar's office.

It is required that transfer students submit THEA, Accuplacer, and/or other alternative test scores. Placement tests may be required. Certain nursing and health professions, as well as professional and technical certificate programs that are THEA-waived may require additional testing. Students residing in the Tyler Junior College District are entitled to priority enrollment. Others are admitted if facilities are available, but the College reserves the right to limit the enrollment of students residing outside the Tyler Junior College District whenever, in its judgment, facilities are not available for additional students.

Selective Admissions—

Nursing and Health Professions

Admission to Tyler Junior College does not guarantee admission to a specific program in the School of Nursing and Health Sciences. The number of students admitted to each of these programs is limited based upon authorized class capacity and clinical site availability. Applicants admitted to selective admissions programs are chosen based on their record of past performance to include but not limited to: admission to the College, reading, writing and math abilities, prior educational achievements, negative criminal background checks and a clear drug screening evaluation. Specific application information and deadlines are available by contacting the appropriate department chair of each program or an academic advisor in the School of Nursing and Health Sciences. (Also see Special Admissions on page 8.)

Programs which require separate application:

- Associate Degree Nursing
- Dental Hygiene
- Diagnostic Medical Sonography
- Emergency Medical Service Professions
- Health Information Technology
- Medical Laboratory Technology
- Radiologic Technology
- Respiratory Care
- Surgical Technology
- Vision Care Technology
- Vocational Nurse Education

Drug screening and criminal background checks are required of all successful applicants.

Admission Appeals

Any student denied admission to Tyler Junior College may appeal this decision by writing to the:

Admissions Appeals Committee
c/o Director of Admissions
Tyler Junior College
P. O. Box 9020
Tyler, TX 75711–9020

Immunization

The Texas Department of Health highly recommends immunizations at Texas colleges and universities for tetanus, diphtheria, measles, rubella and mumps.

All students in the School of Nursing and Health Sciences who have any direct patient contact will be required to have proof of adequate immunization for these diseases:

Tetanus/Diphtheria
Measles
Mumps
Rubella
Hepatitis B

Re-Admit Policy

A student who was enrolled previously at Tyler Junior College and who has been out of school longer than two consecutive long semesters (Fall or Spring semesters) will be required to re-apply to the College and submit high school and/or college transcripts again.

Residency Classification

It is the student's responsibility to have residency information correct prior to payment of tuition and fees.

In-district, in-state and out-of-state residency is determined by using the guidelines published by the Coordinating Board in "Rules and Regulations—Residence Status." **Twelve months after giving up previous domicile is the minimum length of time required to establish new residency for tuition purposes.**

"Residence" means "domicile." "Resided in" means "domiciled in."

"Legal place of residence" is defined as the place where

you, your parents or guardian live for the required length of time at the time of enrollment, and used for federal income purposes.

"Dependent" means an individual who is claimed as a dependent for federal income tax purposes by the individual's parent or guardian at the time of registration and for the tax year preceding the year in which the individual registers.

In-District student: A Texas resident (or dependent) who physically resides (permanent residence) on property subject to ad valorem taxation by the Tyler Junior College District the required length of time (12 months).

Out-of-District student: A Texas resident who does not physically reside within the geographic boundaries of the Tyler Junior College District.

SB 1528 (Non-Residents)

Effective for students starting Fall 2006, state law (SB 1528) allows undocumented students to be classified as Texas residents if they meet the following conditions:

- Graduated from a public or an accredited private high school or received the equivalent of a high school diploma (GED) from the State of Texas.
- Resided in Texas for at least three years as of the date the person graduated from high school or received the equivalent of a high school diploma (GED).
- Resided in Texas for the 12 months preceding the 12th class day of the academic semester in which the person enrolls in an institution.
- Provided the institution with an affidavit stating intent to apply for permanent residency. Affidavit forms are available in the Admissions office.

Permanent residents/US Citizens can also claim in-state residency if they meet the following conditions:

- Graduated from a public or an accredited private high school or received the equivalent of a high school diploma (GED) from the State of Texas.
- Resided in Texas for at least three years as of the date the person graduated from high school or received the equivalent of a high school diploma (GED).
- Resided in Texas for the 12 months preceding the 12th class day of the academic semester in which the person enrolls in an institution.

Reclassification

Reclassification as a non-resident. Persons who have been classified as residents of Texas shall be classified as non-resident students whenever they shall report, or there is found to exist, circumstances indicating a change in residence to another state. If students who have been classified as residents of Texas are found to have been erroneously classified, those students shall be reclassified as non-residents and be charged the non-resident tuition beginning with the semester following the date that the institution discovers the error.

Reclassification as a resident. If students have been erroneously classified as non-resident students and subsequently prove to the satisfaction of the appropriate officials of an institution of higher education that they should have been classified as a resident student, they shall be reclassified as residents of Texas and may be refunded the difference between the resident and non-resident tuition for each semester in which the student was erroneously classified and paid the non-resident tuition rate.

Students must complete any reclassification of residency prior to the certification day of that term (12th class day—16-week session; 4th class day—summer session) in order to pay the new tuition and fees for that semester.

It is the responsibility of the student to verify their residency status each semester and review their statement of charges for accuracy. Requests for residency changes must be completed in the Admissions office by the census date. Refunds due to residency changes will be processed for the current semester only if all requirements are completed by the census date. No refunds for prior semesters will be given for errors in residency status.

Minimum Requirements

1. **Change permanent** address in Admissions office.
2. **Texas Driver's License** with current permanent address.
3. **Tax documentation** showing tax independence (if under 25 years of age).
   a. Your [income tax] Form 1040 showing financial independence.
   b. Your parent's 1040 tax form showing they do not claim you.

(Please note your residence is based upon the person who claims you on their taxes.)

4. **Lease Agreements or proof of home ownership** showing you have been living in a Tyler Junior College taxing district for AT LEAST 12 consecutive months prior to enrollment. (Copy of front page will be sufficient.)
5. **Application** for Reclassification forms. (Found in Admissions office.)

Please understand reclassification of residency is done on a case-by-case basis and is determined by the guidelines published by the Coordinating Board in "Rules and Regulations—Residency Status."

TJC Trivia

Students today should appreciate the current absentee policy as compared to that of 1926, the first year of TJC. For every absence over three per class, one credit hour was subtracted from the student's record and three unexcused tardies counted as one absence.

Visit the TJC Web site @ www.tjc.edu

Tuition and Fees

Tuition, Fees, Surcharges*

Tuition rates are based on residency in the state of Texas and within the TJC District. A schedule of tuition and fee charges may be viewed online at www.tjc.edu/tuitionfees. It is the responsibility of the student to verify their residency status each semester and review their statement of charges for accuracy. Requests for residency changes must be completed in the Admissions office by the census date. Refunds due to residency changes will be processed for the current semester only if all requirements are completed by the census date. No refunds for prior semesters will be given for errors in residency status.

Special Fees*

ID Cards

All students at Tyler Junior College are issued identification cards at their first registration. This card will be presented for admission to College activities, use of library and learning resources, use of the OHPE Center, as a meal ticket and for other College functions requiring identification. The card should be obtained during registration or the first two weeks of school. If the card is lost or not obtained during this period, a late/lost card fine will be assessed. Cards are invalidated upon replacement or during semesters when a student is not enrolled.

Campus Security Fees

Campus Security Fees help support a safe environment at Tyler Junior College including funds for security cameras, increased lighting, safer crosswalks, graffiti removal, vandalism repair, additional security personnel, vehicle registration and parking lot management.

Vehicle Registration

All full- and part-time students who operate a motor vehicle on property owned or controlled by the College are required to register each vehicle with the Campus Safety Office. A registration permit must be affixed to each vehicle in accordance with the Parking Rules and Regulations of the College.

Motor vehicles will be registered for an academic year (September 1 through August 31) or for the balance of the year registered, whichever is applicable. Student permits, however, are authorized on a semester basis. Permits are provided to students who show a College receipt reflecting payment of current campus security fees due. Operation of a vehicle on property owned or controlled by the College for which current-semester campus security fees have not been paid may result in a parking ticket from Campus Safety.

In order to register a vehicle, a driver's license, student identification card and motor vehicle license number must be presented at the Campus Safety Office, along with a College receipt showing payment of current campus security fees.

Special Music Fees

Special music fees may be charged per semester, for individual lessons in the following music disciplines: Organ, Piano, Voice, Violin, Violoncello, Guitar, Woodwind Instrument, Brass Instrument, Percussion.

Other Special Fees

1. Registration Fee
2. Health Service Fee
3. College Preparatory Fees (specified courses only) including College Prep Course Fee and College Prep Math Access Fee
4. Laboratory Fee (specified laboratory courses only, in accordance with the requirements of the statutes of the State of Texas)
5. Laboratory Fees (per course, specified nursing/health professions/automotive/welding courses)
6. Distance Education Fee
7. Course-Specific Fees: To offset materials and other related costs for the delivery of instruction in specific courses, a varying course-specific fee may be charged. Examples: certain courses in respiratory care, nursing, and health and kinesiology
8. Non-Funded Course Fee
9. 27-Hour Rule Fee (College Preparatory coursework)
10. Final Registration Fee
11. Posting Fee is paid by students for posting credit to permanent records in the following situations:
    a. Credit by examination
    b. Credit for life experience
    c. Credit by articulation agreement
12. Insufficient Funds Check Fee (Insufficient funds checks result in unpaid student accounts. Unpaid student accounts will be turned over to a collection agency)

Excess Hours Fees Notice

Once a student has attempted in excess of 27 hours of developmental (College Preparatory) courses the College no longer receives state funding; therefore, the College assesses a higher fee for these classes.

Students who attempt excess hours (70 for associate of arts degree or 170 for bachelor's degree) in a state-supported college or university before receiving a bachelor's degree may be charged additional fees for the excess hours. Courses attempted which are (1) WECM, vocational/technical, and/or developmental; (2) credit by examination, or (3) hours attempted while paying out-of-state tuition are exempt from these total hours.

Repeat Fee Policy

The Texas Legislature eliminated funding to colleges and universities of higher education for students enrolled in courses that are attempted three or more times. An attempted course is defined as any course in which a grade is earned on the transcript or a course which is dropped after the census date (12th class day in fall or spring semesters, 4th class day in summer sessions).

** Subject to change by the State Legislature, Coordinating Board or Board of Trustees of Tyler Junior College.*

In order to compensate for this loss of state funding, students attempting a course for the third or subsequent time will be required to pay an additional fee for the repeated course. The additional fee assessment for courses attempted at Tyler Junior College for the third time began in Fall 2004.

Other exemptions for repeated hours for attempted courses are as follows:

- Up to 27 hours of remedial and developmental courses (College Preparatory coursework).
- Hours for special topics and seminar courses that may be taken for additional credit toward a degree.
- Hours for courses that involve different or more advanced content each time they are taken, including but not limited to, individual music lessons, Workforce Education Courses, manual special topic courses (when the topics change), theatre practicum, music performance, ensembles, certain physical education, kinesiology courses, and studio art.
- Classes taken prior to Spring 1998.

How to Pay for College

In addition to cash, check, or major credit card, students may be awarded for financial aid to satisfy payment deadlines in advance of anticipated financial aid disbursement/refund and/or elect to pay through an Installment Plan.

Financial Aid Funds

Financial aid and scholarship monies must be accepted and awards made prior to registration in order to pay your account. College charges (tuition, fees, housing, etc.) are collected from the first financial aid money available to the student regardless of due date. Students are responsible for paying any tuition, fees, room, board, and loans by appropriate due dates.

Installment Plan

Terms: One half of the tuition and fees plus a loan processing fee due in advance of the semester (on day of registration) and two (2) one-fourth payments due prior to the 6th and 11th class weeks. First half payment must be collected at time of completing registration or before payment due date. You must be eighteen (18) years of age or parent or guardian's signature is required. NOTE: Special Terms, Summer I and Summer II are NOT eligible for installment plan. Additional fees, including cost of collection, will be charged to the student.

Bridge Loan (subject to availability)

Students with bridge loans are responsible for payment of the loan by due date unless a complete withdrawal form is completed with your advisor and processed by the registrar's office prior to the first official day of class. Additional fees, including cost of collection, will be charged to the student.

Payment by an Outside Company

Students whose tuition and fees are being paid by an outside company or business must supply information regarding the agreement to the Business Services office prior to registration. Advance approval from Business Services is required.

Tyler Junior College Refund Policy

Refund payments will be **issued to the student's TJC HigherOne ® Debit Card 4–6 weeks after the 12th class day**. Refunds are issued on a weekly basis.

Refund of Mandatory Tuition and Fees

(16-week/Regular Terms Only)

Students who completely withdraw or reduce their credit-hour load (remain enrolled at Tyler Junior College) by **completing the proper forms with their academic advisor shall have their tuition and mandatory fees refunded according to the following schedule:**

Prior to the first official class day 100%
During the first fifteen class days 70%
During the sixteenth through twentieth class day ... 25%
After the twentieth class day 0%

Registration and Final Registration fees are non-refundable.

Students who "swap" credit hours (exchange one three hour course for another three hour course) may do so without a monetary drop penalty. The even exchange applies **only** if the course add and drop are completed by your advisor and presented to the registrar at the same time. Additional fees may apply.

Students who completely withdraw on or before the 60% point in time of the enrollment period will have a federally required return of Title IV calculation done to determine the amount of money the student will owe to the federal government.

Weekend College

The above dates and policy will apply to the Weekend College program regardless of the actual start dates of classes.

Special Notes

It is the student's responsibility to drop courses. The dates used for determination of refunds are those entered by the Registrar's office when the drop slip is received and processed by them. **Refunds will be applied to outstanding debts owed to Tyler Junior College. Unpaid student accounts will be turned over to a collection agency.** Any cost associated with the collection of outstanding account balances including reasonable attorney's fees, cost of collection, and court cost incurred in the prosecution of suit will be paid by the student.

Additional fees must be paid in the cashier's office the same day as adding and changing courses to reserve your schedule. All courses in which a student is enrolled will be dropped for non-payment if 100% of tuition and fee charges are not paid.

The refund policy is subject to change by the vote of the Tyler Junior College Board of Trustees or the legislature of the State of Texas.

** Subject to change by the State Legislature, Coordinating Board or Board of Trustees of Tyler Junior College.*

Refund of Mandatory Tuition and Fees

(8-Week/Special Terms Only)

Students who completely withdraw or reduce their credit-hour load (remain enrolled at Tyler Junior College) by completing the proper forms with their academic advisor shall have their tuition and mandatory fees refunded according to the following:

Prior to the first official class day 100%
After classes begin..... (see table below)

Drops and Withdrawals

Length of Class Term in Weeks	Last Day for 70% Refund	Last Day for 25% Refund
2 or less	2	N/A
3	3	4
4	4	5
5	5	6
6	5	7
7	7	9
8	8	10
9	9	11
10	9	12
11	10	14
12	12	15
13	13	16
14	13	17
15	14	19
16 or longer	15	20

Example: Three Week Course

Prior to the first official day of class..... 100%
During the first through third class days..... 70%
During the fourth class day..... 25%
After the fourth class day 0%

Registration and Late Registration fees are non-refundable.

Academic Advising and Testing

The mission of Academic Advising at Tyler Junior College is to enable academic success by assisting students in selecting a degree plan compatible with their educational goals; referring to campus resources; and providing guidance toward academic self-responsibility and completion of their academic goal.

After satisfying admissions requirements, all students new to Tyler Junior College may be required to participate in a testing process before meeting with an Academic Advisor to identify course placement levels. Students must meet with an Academic Advisor before attempting to register IF they: are new to TJC; have earned less than 12 college-level semester hours; have placement test scores indicating a need for College Preparatory coursework and non-TSI complete status; are on academic probation or suspension; have less than a 2.0 GPA; or need to change their major. Academic advising for each student includes interpretation of test scores, selection of a major field of study, development of an educational plan, selection of courses, and interpretation of TJC course transferability to a university. After completing any required testing identified by the Admissions office, students are encouraged to identify a career interest area and then consult the Academic Advisor assigned to the major which most closely represents that area of interest. For more information on Academic Advising and Advisor locations go to www.tjc.edu/advising.

Students who are undecided on a major are highly encouraged to visit the Career Services office www.tjc.edu/careerservices for help with identifying a career goal before visiting with an Academic Advisor.

Testing/Assessment

State Testing Requirements

The Texas Success Initiative (TSI) (SB 286—Sections 51.3062 & 51.403e) was put in place during the 78th legislative session. Tyler Junior College (TJC) will determine a student's readiness for college-level coursework through an assessment which **may be required of all first-time, entering students.** This statute includes students involved in distance education enrolled through TJC. Under no circumstances will the results of any assessment be used as a condition of admission to TJC. (Subject to change by state or College.)

The Texas State Education Code requires that students who enter Texas public institutions of higher education may have to take the state-mandated THEA or an approved alternative test prior to enrolling for courses. This includes all full-time and part-time students enrolled in a certificate or degree program. Results of the test will be used for course placement only.

TSI Exemptions/Exceptions

The Texas Higher Education Coordinating Board sets forth exemptions under Chapter 4, Subchapter C for the Texas Success Initiative (TSI). According to Rule 4.54, the following exemptions apply to the assessment of incoming students:

1. For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards:
   A. ACT: composite score of 23 with a minimum of 19 on the English test and/or the mathematics test shall be exempt for those corresponding sections;
   B. Scholastic Assessment Test (SAT): a combined verbal and mathematics score of 1070 with a minimum of 500 on the verbal test and/or the mathematics test shall be exempt for those corresponding sections; or
2. For a period of three (3) years from the date of testing, a student who is tested and performs on the Texas Assessment of Academic Skills (TAAS) with a minimum scale score of 1770 on the writing test, a Texas Learning Index (TLI) of 86 on the mathematics test and 89 on the reading test.
3. For a period of three (3) years from the date of testing, a student who is tested and performs on

the eleventh grade exit-level Texas Assessment of Knowledge and Skills (TAKS) with a minimum scale score of 2200 on the math section and/or a minimum scale score of 2200 on the English Language Arts section with a writing subsection score of at least 3, shall be exempt from the assessment required under this titled for corresponding sections.

4. A student who has graduated with an associate or baccalaureate degree from an institution of higher education.
5. A student who transfers to an institution from a private or independent institution of higher education or an accredited out-of-state institution of higher education and who has satisfactorily completed college-level coursework as determined by the receiving institution.
6. A student who has previously attended any institution and has been determined to have met readiness standards by that institution.
7. A student who is enrolled in a certificate program of one year or less (Level-One certificates, 42 or fewer semester credit hours or the equivalent) at a public junior college, a public technical institute, or a public state college.
8. A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
9. A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States.

In addition, Rule 4.54 allows an institution to exempt a non-degree-seeking or non-certificate-seeking student from the assessment process. These students have traditionally been deemed casual students and are not allowed to take more than 6 semester hours.

Special Accommodations

Students with documented disabilities who seek special testing accommodations for Quick THEA and/or Accuplacer, are advised to contact the director of testing for more information. TJC students with documented disabilities who seek special accommodations for their classroom tests should contact Support Services.

Credit by Examination

Tyler Junior College does not award academic credit for work taken on a non-credit basis without appropriate documentation that the non-credit course work is equivalent in student learning outcomes.

Credit will be given for acceptable advance placement scores of the College Board (AP), College-level Examination Program (CLEP-subject exams only), International Baccalaureate Program (IB), and certain specific departmental institutional tests. Students must be concurrently enrolled at Tyler Junior College and complete a full semester of academic work in the classroom setting. Upon successful completion of any Credit by Exam, a grade of CR will be awarded and will not affect the grade point average.

Tyler Junior College does not guarantee the transfer of credit awarded through Credit by Exam to other institutions; therefore, those individuals who desire to transfer credit should contact the institutions of choice for such information. Credit by Exam does not fulfill the full-time student requirement for the College and may not be used to complete semester hour requirements for scholarships at Tyler Junior College. Credit earned through Credit by Exam will apply toward the graduation requirements of Tyler Junior College.

There is a pre-administration fee in addition to the cost of each test. There is also a fee for posting credit by examination to college records. For further information about the college-level Credit by Examination Program, contact the Tyler Junior College Testing Center. For information regarding the acceptable advance placement scores for the College Board, please contact the Admissions Office.

Tech Prep and Credit by Articulation

Tech Prep is an education initiative that links high school career and technical courses to college workforce courses on a two-year Associate of Applied Science degree (AAS) or certificate through course articulation. Articulation is a process of matching high school course curriculum and teacher credentials to college workforce course curriculum and faculty credentials. Students may begin coursework toward the degree while in high school and upon satisfactory completion of these courses, they may apply for articulated college credit toward the linked technical degree or certificate. Please contact the Admissions office for information regarding agreements with your school. Posting fee is required.

Tech-Prep Programs

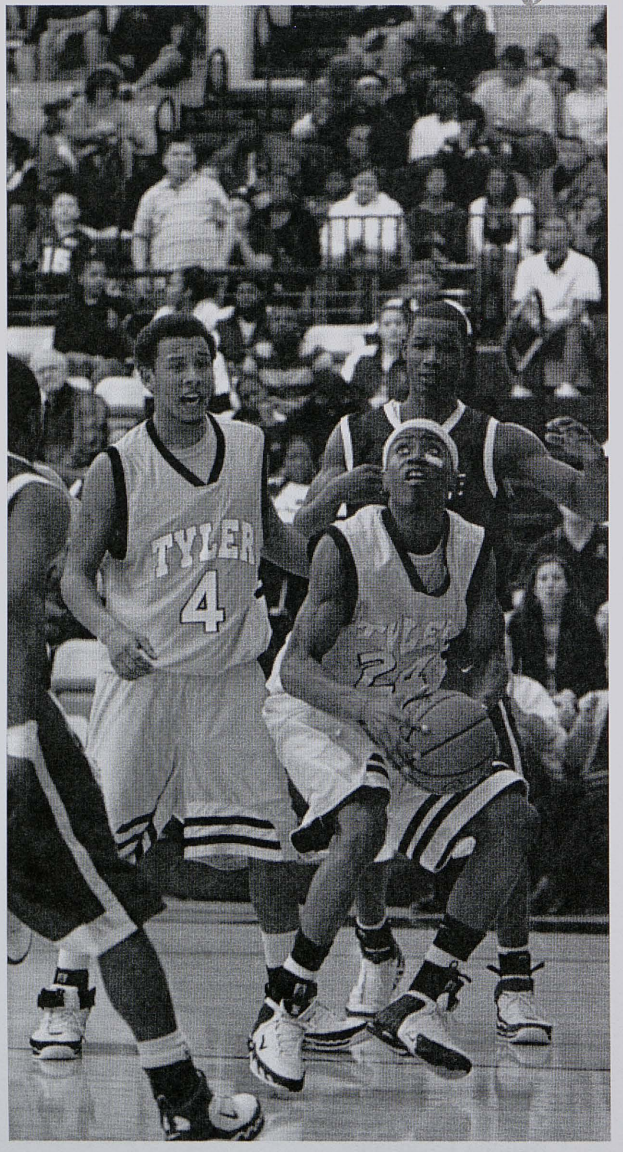
Automotive Technology
Business Management
Child Development / Early Childhood
Criminal Justice - Law Enforcement Investigations
Emergency Medical Service Professions - Paramedic Options
Engineering Design Technology
Engineering Design Technology - Process Piping Design
Graphic Design / Photography
Health Information Technology
Heating, Air Conditioning and Refrigeration Technology
Medical Office Management
Paralegal
Professional Tennis Management
Surgical Technology
Vision Care Technology
Welding Technology

Career Services Information

Career Services provides resources and strategies to students such as exploration of career options through a computer-based personality assessment, interest inventory and career cluster information. Other resources include job-search information, job leads for full and part time work, as well as resumé assistance. Also maintained is a library of career-related information containing hundreds of books on a variety of careers and college majors. Seminars are conducted throughout the year on topics such as resumé writing, job-search strategies and interview techniques.

For more information, visit the Tyler Junior College Career Services office in person at Rogers Student Center or online at www.tjc.edu/careerservices.

Promise 2: vibrant student life



What We Expect

College Regulations

Responsibility for Admission Requirements

Students are responsible for meeting all admission requirements including furnishing the necessary transcripts of their work. Failure to meet all requirements within a reasonable period of time after registration may cause them to be dropped from all work for which they have been enrolled. Tyler Junior College reserves the right to refuse admission or readmission to any applicant who does not comply with admissions procedures or where evidence exists that the applicant probably would be incompatible with the aims and objectives of the College or where, in the judgment of the College, the applicant's presence on campus would not be in the best interest of the applicant or the College. An applicant who has a record of numerous arrests for violations of the law, or whose conduct consistently has demonstrated anti-social behavior, can be accepted only if the College is fully satisfied that his/her admission will be in the best interest of both the applicant and the College. Any person who does not agree with the above policy has the right of due process.

Student Classification

The student's classification is based on cumulative college semester hours passed (not counting hours currently enrolled). A student is classified as follows:

Freshman	Student who has 0–29 semester credit hours
Sophomore	Student who has 30–60 semester credit hours
Unclassified	Student who has 60 or more semester credit hours
Part-time	Student enrolled in fewer than 12 semester hours in a long semester or fewer than 6 hours in a summer term
Full-time	Student who is enrolled in a minimum of 12 semester hours in a long semester or 6 semester hours in a summer term

Drop/Withdrawal from a Course(s)

Professor Initiated

Faculty **may** drop students from a course(s) with a grade of "F" if the student has unexcused absences totaling 10% or more of the total contact hours for the course **and**, if in the judgment of the professor, the student cannot complete the course successfully.

A professor seeking to drop a student from a course(s) for disciplinary reasons should follow the *Faculty Procedure for Reporting Student Misconduct* detailed in the Faculty Handbook, or visit the Student Judicial Programs website at www.tjc.edu/sjp.

Student Initiated*

A student may initiate a drop from a course(s) or withdrawal from the College for any reason. A student wishing to drop a course(s) or withdraw from the College must complete the Tyler Junior College Class Change Form. It is recommended that the form be signed by the professor or the appropriate department chair. If the student is on financial aid, the form must also be signed by an appropriate financial aid staff member.

Forms are available in the Advising Office, Dean's Office, and Registrar's Office. The student will receive a grade of "W" for a course if a College Class Change Form is submitted to the Registrar's Office by 5 p.m. the last day of the 14th week of classes during a 16-week semester, the 10th week of a 12-week session, the 7th week of an 8-week session, or on the 15th day of any summer session.

Students should consult the Registrar's Office for drop/withdrawal dates during special sessions. Students will receive a failing grade (F) if they have not met minimum course requirements for a passing grade and have not been dropped/withdrawn from a course(s) by the above deadlines.

Maximum Number of Courses Dropped (SB 1231)

Beginning with the Fall 2007 semester, and applying to students who enroll in higher education for the first time during the Fall 2007 semester or any term thereafter, a Texas institution of higher education may not permit an undergraduate student to drop a total of more than six courses in an academic career unless specific, State-allowed exceptions deemed to have "good cause" apply. The law affects only those students whose first enrollment in college began with the Fall 2007 semester. Inquiries concerning "good cause" exceptions to this law for students of Tyler Junior College may be made to the Registrar.

Reinstatements

A reinstatement after being withdrawn from a course or school semester must be initiated by the student. The final decision of approval for the reinstatement request will be made by the Registrar and the Provost. The reinstatement request must be initiated prior to the official state reporting date for each semester and any request submitted after that date will not be considered.

Attendance

Regular class attendance is fundamental for the success of the student; therefore, a student must report promptly and regularly to all classes.* Excessive unexcused absences or an inability to successfully complete the course may result in the professor dropping the student with a "WF."

** Special admission programs may have additional requirements for attendance/withdrawal. Please consult with the department chair for specifics.*

Student Absences on Religious Holy Days

A student may be excused from classes for a religious holy day **provided** the student notifies in writing each professor of each class that he/she will miss for a religious holy day prior to the holiday. Each student is responsible for work to be made up.

"Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under SECTION 11.20, TAX CODE.

Academic Standing

When a student's cumulative Tyler Junior College academic record indicates that he/she is failing to make satisfactory progress, he/she is considered to be scholastically deficient and is placed on academic probation. Students who choose to transfer to TJC on academic probation from a previous institution will be evaluated on the same criteria as TJC students.

Academic status levels are defined as follows:

Good Standing—Students are considered to be in good standing when they maintain a cumulative TJC grade-point average (GPA) of 2.0 or higher.

Academic Probation—A student who fails to maintain a cumulative TJC GPA of 2.0 or higher is placed on academic probation. The student may continue to enroll while on probation but is limited to no more than 13 semester hours without prior approval.

Suspension—Students on academic probation who do not earn a semester GPA of 2.0 or higher in the next semester of enrollment will be placed on academic suspension. Students on academic suspension must enroll and have successful completion of CPSS 0301 upon return to the institution. Students may not be eligible for enrollment at TJC for the period listed below based on their academic standing. Students who wish to appeal this period must make petition to the Admissions Appeals Committee 3 weeks prior to the start of the semester in which you plan to enroll. Students who are granted readmission to the institution will be required to complete CPSS 0301 the semester they return after being placed on suspension.

First Academic Suspension: one regular semester or one full summer (intersession, Summer I and II)

Second Academic Suspension: 1 academic year. Petitions for readmission to the College following the first and second suspensions may be obtained from the Academic Advising office and returned to the Admissions office. The completed petition will be reviewed by the Admissions Appeals Committee to consider the student for continued enrollment. It is recommended that the student complete the petition at least 3 weeks prior to the beginning of the semester in which they plan to enroll.

Third Academic Suspension: If a student is placed on academic suspension a third time, he/she may not enroll indefinitely. One academic year **must** pass from the time of suspension before a request of readmission can be submitted to the Admissions Appeals Committee.

Grades and Reports

The standing of the student in each course is determined by class performance and by regular examinations. Two hours is considered a reasonable amount of time for average students to spend in preparation for each hour of class work.

Final grades for each class are posted on Apache Access, the TJC Web portal for students. Grades are not mailed. To check grades, students log in to Apache Access at https://apacheaccess.tjc.edu/cp/home/displaylogin.

Challenge of a final course grade must be completed within the first thirty (30) days of the next long semester and must follow the procedures to challenge a grade outlined in the "Academic Grievance Resolve" in the *Student Handbook*. Any grade that is not challenged within the specified time frame is not subject to appeal and will remain as recorded.

Academic Fresh Start

Senate Bill 1321 entitles residents of this state to seek admission to public institutions of higher education without consideration of courses undertaken ten or more years prior to enrollment.

For admission requirements, students must list all previous colleges attended. Students who wish to apply for "Academic Fresh Start" must complete forms in the Admissions office. When students apply for "Academic Fresh Start," all credit 10 or more years old will not be used for admission.

Grading System

A— 4 grade points per semester hour, an EXCELLENT performance

B— 3 grade points per semester hour, a GOOD performance

C— 2 grade points per semester hour, a FAIR performance*

D— 1 grade point per semester hour, a POOR performance, but a passing grade

F— 0 grade points per semester hour, a FAILING grade

I— 0 grade points, INCOMPLETE due to illness or other unavoidable circumstances, must be completed within 30 days after the beginning of the following semester, or grade will be F

W— 0 grade points, WITHDRAWN from course without failing, prior to the 15th week of semester, or 4th week of a summer term

WF— 0 grade points, withdrawn from course while failing

CR— Credit by Examination or Advanced Placement; Credit by Articulation Agreement

WL— Means a "good cause drop."

President's List

To promote high standards of scholarship, the College has established the President's List, which is published at the end of each semester. To qualify for the President's List, a student must have a 4.0 grade point average (all "A's") for that semester, with a minimum of 12 hours of college-level

** For additional information, see Student Handbook.*

courses (1000 or above) taken from Tyler Junior College (not including correspondence, transfer or Virtual College of Texas courses). Questions regarding discrepancies of GPA are to be made through the Office of the Registrar.

Dean's List

To promote high standards of scholarship, the College has established the Dean's List, which is published at the end of each semester. To qualify for the Dean's List, a student must have a 3.3 grade point average with a minimum of 12 hours of college-level courses (1000 or above) for that semester, taken from Tyler Junior College (not including correspondence, transfer or Virtual College of Texas courses). Students cannot have "D's", "F's", or "I's" in college-level or developmental courses. Questions regarding discrepancies of GPA are to be made through the Office of the Registrar.

Graduating with Honors

To graduate with honors, a student must complete all required courses of his/her appropriate degree. Grade point average is based on **all accumulated coursework** of college-level courses (1000 or above) attempted.

Summa Cum Laude (Highest Honors)—
4.0 grade point average
Magna Cum Laude (High Honors)—
3.6 grade point average
Cum Laude (Honors)—
3.3 grade point average

Numbering of Courses

One semester hour represents one class hour per week for 16 weeks; for example, one course meeting three hours a week for 16 weeks carries credit of three semester hours.

Courses designated as developmental will not count as elective or degree credit toward any degree. Courses in this Catalog which are developmental have four-digit numbers; the first number is a "0".

Tyler Junior College has joined the **Texas Common Course Numbering System Consortium** approved by the Texas Association of Collegiate Registrars and Admissions Officers and the Texas Higher Education Coordinating Board. This numbering system was developed for the purpose of facilitating the transfer of general academic courses.

The four-letter prefix will be used to identify subject areas. The four-digit numbers will be used as follows:

- First digit—to identify level (0= developmental, 1= freshman, 2= sophomore)
- Second digit—to identify credit-hour value
- Third and fourth digits—to establish course sequence

All descriptive titles of courses are followed by two numbers in parentheses. The first of these numbers gives the number of lecture hours each week while the second number gives the number of laboratory hours each week. For example, the notation (3–2) indicates that a course has three hours of lecture and two hours of laboratory weekly.

Transfer Credit

All credits taken at a college or university will be evaluated for credit toward a degree at Tyler Junior College. Consideration will be given for comparability of course work and applicability of that course work to a Tyler Junior College degree or certificate program. Credit will be transferred if:

1. An official transcript is received before the end of the student's first academic semester of enrollment.
2. Credit for courses in which a passing grade ("C" or better) has been earned may be transferred to TJC from colleges and universities.
3. The College will consider course work completed at colleges and universities outside the U.S. on an individual basis.
4. To complete the transcript evaluation process, the student may be required to document course learning outcomes from previous institutions.

Transfer Disputes

Transfer disputes may arise when a lower-division course is not accepted for credit by a Texas institution of higher education. To qualify as a dispute the course(s) in question must be offered by the institution denying the credit (receiving institution), or in the case of upper-level institutions, must be published as a lower-division course accepted for fulfilling lower-level requirements. For community colleges, the course(s) must be listed in the *THECB General Academic Course Guide Manual*, and be offered at the receiving institution. Additionally, the sending institution must challenge the receiving institution's denial of credit.

Instructions for Completing the "Transfer Dispute Resolution" Form

Rules and Regulations of The Texas Higher Education Coordinating Board, Chapter 5, Subchapter S 5.393

a. The following procedures shall be followed by public institutions of higher education in the resolution of credit transfer disputes involving lower-division courses:
   1. If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied.
   2. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Board rules and/or guidelines.
   3. If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial, the institution whose credit is denied for transfer shall notify the Commissioner of the denial.

b. The Commissioner of Higher Education or the

Commissioner's designee shall make the final determination about the dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.

c. All public institutions of higher education shall publish the procedures described in subsections (a) and (b) of this section in their undergraduate course catalogs.
d. All public institutions of higher education shall furnish data to the Board on transfer disputes as the Board may require in accord with its statutory responsibilities under Section 61.078(e) of the Education Code.
e. If a receiving institution has cause to believe that a course being presented by a student for transfer from another school is not of an acceptable level of quality, it should notify the Commissioner of Higher Education. The Commissioner may investigate the course. If its quality is found to be unacceptable, the Board may discontinue funding for the course.

Reverse Transfer Graduation

Students who have completed 25 percent of a degree program at Tyler Junior College may transfer back from a college or university credits to complete their degree requirements. These students must furnish Tyler Junior College with official transcript(s), for review, from the college or university they have attended. Transcripts will be reviewed to assure that course outcomes are comparable to those courses at TJC for which the student is seeking credit.

Student Load

A student may enroll in one or more courses. The minimum credit hour load to be considered a full-time student is 12 semester hours during a fall or spring semester or six semester hours during a regular summer session. Students desiring to take more than 20 hours per semester are required to present an outstanding record on courses already completed and obtain the permission of their instructional dean for the overload. The combined summer and Maymester load may not exceed 15 semester hours. Sophomore status is attained by the completion of 30 semester hours.

Records and Transcripts

Students shall have access to their official education records and shall have the opportunity to challenge such records if they deem them inaccurate, misleading or otherwise in violation of their privacy or other rights. Except for directory information, Tyler Junior College will not release personally identifiable data from student records to other than a specified list of exceptions without a written consent of the student. Even a release of information to parents requires a student's written consent if there is no proof of dependency on file.

In compliance with the Family Educational Rights and Privacy Act of 1974 (PL-93-380), as amended, the following information is provided concerning student records maintained by Tyler Junior College; and upon request, this act is available for review in the Registrar's office:

Area in which student records are maintained:

1. **Academic records:** Registrar's office, Continuing Education office and faculty offices
2. **Placement and testing records:** Registrar's office and Testing Center
3. **Financial records:** Business Services office and Financial Aid office
4. **Medical records:** ETMC Campus Clinic

Records Retention

Records submitted to Tyler Junior College such as official transcripts and test scores, without official admission to the College will be retained for 1 academic year. Upon the conclusion of the academic year all information will be destroyed. Students who apply to Tyler Junior College and do not enroll within 1 academic year of acceptance must make re-application to the College and submit all official records.

Review of Record

Any student has the right to inspect and review the content of his/her records, to obtain copies at the student's own expense, to receive explanations or interpretations of the records and to request a hearing to challenge the content. Access to the records may be requested on a form available from the official in charge of the particular record.

Challenging of a grade must occur within the first thirty days of the long semester immediately following awarding of the grade.

Informal Review: Follow the procedure as outlined for review of record. An official will summarize action taken on a review request form. This should be signed and dated by the review official and maintained with the student's records.

Formal Review: If the informal review does not clarify the question of accuracy of record-keeping, the student may request a formal review. The Academic Appeals Committee will hear challenges concerning these records.

Parental Notification Policy in Higher Education

The Higher Education Reauthorization Act of 1998 amended FERPA (Family Education Right to Privacy Act) to permit a college, without the student's consent, to disclose to parents or legal guardians of students under age 21 information regarding:

- Any criminal or school policy violation involving alcohol or drugs
- The final results of disciplinary proceedings against a student charged and found responsible for a violent crime as identified in the *Student Handbook.*

In addition, colleges are allowed to disclose to federal law enforcement officials and parents of dependent students education records without the student's consent. Thus, within the structure of this policy, Tyler Junior College reserves the right to implement all parts of the policy applicable by law.

Family Rights and Privacy Act (Directory Information)

In compliance with the Family Educational Rights and Privacy Act of 1976, Tyler Junior College protects the personally identifiable information of students. In accordance with the act (PL 93-380, section 513), as amended, and (PL 93-568, section 2), information classified as "Directory Information" may be released to the general public without the consent of the student.

Tyler Junior College hereby designates the following student information as public or "Directory Information": Name, address, dates of attendance, class, previous institution(s) attended, major field of study, awards, honors (includes President's and Dean's List), degree(s) conferred (including dates), past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes), and date and place of birth.

A student may request that the above directory information be withheld from the public by making written request to the Registrar's office during the first 12 days of class of a fall or spring semester or during the first four days of a summer session. If no request is filed, information may be released upon inquiry at the discretion of the institution. A new form for non-disclosure must be completed every fall, spring and summer session or term enrolled. Tyler Junior College assumes that failure on the part of any student to specifically request the withholding of "Directory Information" indicates individual approval for disclosure.

Written Proof of Dependency

Under the Family Educational Rights and Privacy Act (FERPA), Tyler Junior College is permitted to disclose information from a student's education records to the parent(s), if the parent(s) claim the student as a dependent for federal tax purposes. A statement of dependency must be on file with the Registrar's office showing consent of the student and proof of dependency for the parent. Parental disclosure is limited to the items released by the student to the parent.

Informed Consent

Student records will be examined by Tyler Junior College and authorized subcontractors in the process of compiling reports required by state agencies, the federal government and accrediting bodies and in conducting research for the purpose of program planning, management and evaluation. Data in all reports and research findings are aggregated to the program, special populations or institutional level. No personally identifiable information will be published nor will reports and studies be formatted in any way to permit disaggregation to the individual level by Tyler Junior College or its authorized subcontractors. Unless a student notified Tyler Junior College in writing of a desire to prevent examination of his/her record, the student's signature on the admissions application and/or readmit form shall be construed as consent to administrative and research uses of his/her records under the protections named above. No person will be denied service because he/she asks that his/her records be excluded from the process of compiling reports and conducting administrative research.

Drug-Free Campus Statement and Zero Tolerance Policy

Tyler Junior College is in accordance with the Drug-Free Schools and Communities Act Amendment of 1989 which requires that a clear statement regarding the consequences of drug use and abuse, along with information about sources of available assistance, be made available to every student and employee. The *Student Handbook* contains a clear policy on zero tolerance and detailed information about emotional, medical and legal consequences of drug use and abuse. Relatedly, zero tolerance means any student found responsible for on-campus use, possession or distribution of controlled substances will receive legal and college disciplinary action which could result in suspension or expulsion from the College. Additional information regarding this policy or programs for students with substance abuse problems is available in the *Student Handbook.*

Change of Name or Address

A student who changes his/her mailing address is expected to notify the Registrar's office of this change immediately.

A change in mailing address does not imply a change of residency. **Students requesting a change of residency (as it affects tuition) must furnish documentation to the Admissions office of this change**. Residency status cannot be changed by submission of a change of address only. The permanent address is the address on record and all official correspondence will be mailed to that address. Any communication from the College which is mailed to the name and address on record is considered to have been properly delivered and the student is responsible therefore.

Name Changes: Changes to nicknames, reversing legal first and middle names, replacing middle with maiden name, etc, cannot be allowed. We must keep your correct legal name in the file in order to keep accurate records for you. Any name change request other than by change in marital status must be accompanied by a copy of the signed court order.

Student Rights Information

Information not found in this *Catalog* regarding Tyler Junior College may be found in the Center for Student Life & Involvement office (CSLI) in Rogers Student Center, Suite 235.

Student Rights Handbooks

Tyler Junior College, in compliance with the Student Right-To-Know Act, makes available to any enrolled or prospective student its completion or graduation rate. This information is available upon request in the Office of the Vice President for Student Affairs.

Tyler Junior College Equal Opportunity Compliance

Tyler Junior College is a comprehensive community college offering core curriculum courses designed for transfer to upper-level colleges and universities as well as workforce programs designed to prepare graduates for immediate entry into the career field of their choice.

An open enrollment institution, TJC provides open access to quality education to individuals with a high school diploma or GED. State-authorized placement testing, such as the Texas Higher Education Assessment or an approved alternative exam, are required for most academic majors.

Tyler Junior College gives equal consideration to all applicants for employment, admission and participation in its programs and activities without regard to race, creed, color, national origin, gender, age, marital status, veteran's status or disability.

The College will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all academic and vocational/technical programs.

Complaints may be addressed according to the contact information provided below.

Section 504 Coordinator

The District designates the following person to coordinate its efforts to comply with the Section 504 of the Vocational Rehabilitation Act of 1973:

Director of Human Resources
White Administrative Services Center
P. O. Box 9020; Tyler, Texas 75711
Telephone: 903–510–2419

Title IX Coordinator

The District designates the following person to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:

Director of Human Resources
White Administrative Services Center
P. O. Box 9020; Tyler, Texas 75711
Telephone: 903–510–2419

Americans with Disabilities Act Coordinator

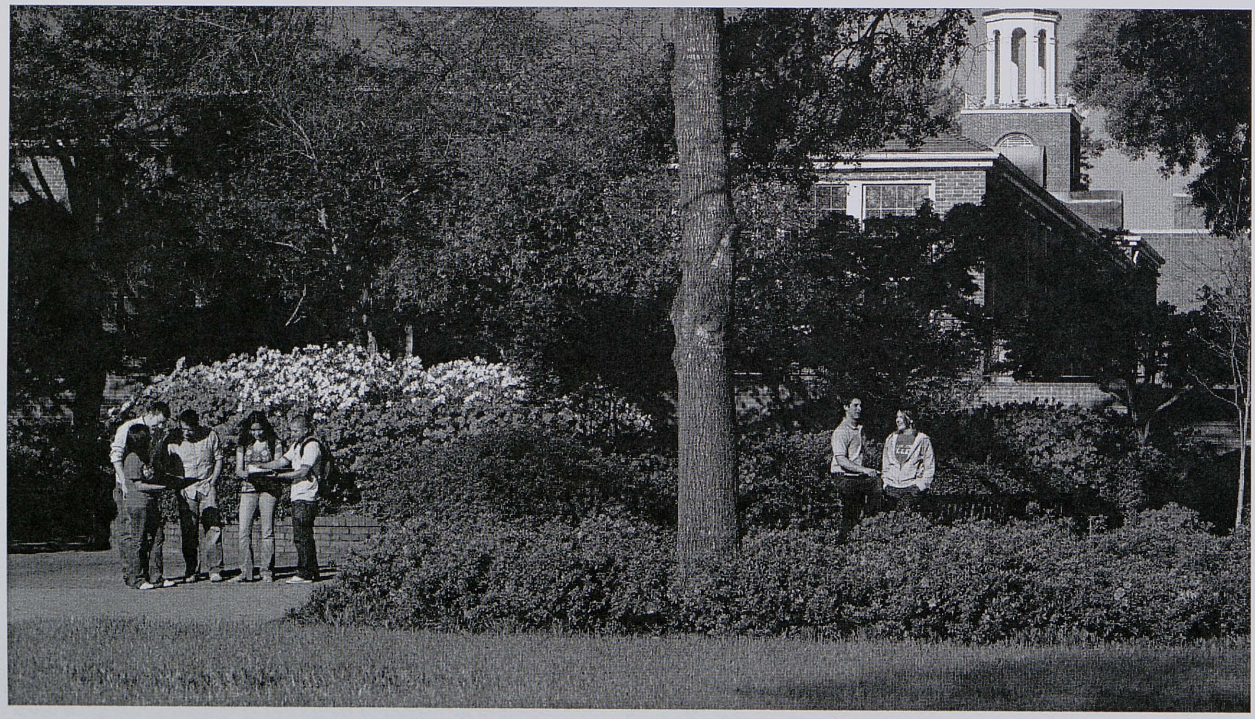
The District designates the following person to coordinate its efforts to comply with the Disabilities Act of 1990:

Director of Human Resources
White Administrative Services Center
P. O. Box 9020; Tyler, Texas 75711
Telephone: 903–510–2419

ADA Compliance Committee

The ADA Compliance Committee was formed in 1992 to ensure the College's compliance:

Chairperson: Vice President of Business Affairs
White Administrative Services Center
P. O. Box 9020; Tyler, Texas 75711
Telephone: 903–510–2033



How We Help You

Financial Aid

Steps for Financial Aid Processing Each Year

1. Complete a Free Application for Federal Student Aid. List Tyler Junior College as the school you plan to attend. (Title IV School Code 003648)
2. Student will receive a Student Aid Report (SAR) in approximately one to three days.
3. Complete the Apache Access "First Step in TJC Financial Aid" process as instructed on your FAFSA response letter, which you will receive once TJC downloads your FAFSA.
4. Turn in any documents requested by the Tyler Junior College financial aid office.
5. Transfer Students: Students who have attended other schools during the current school year will be required to furnish an official transcript from the previous college, trade or technical school to the Admissions office.

Deadline

Financial aid, for students who complete financial aid requirements by June 1, will be available for the Fall semester. Students who complete them after June 1 will be processed as soon as possible, and these students will be responsible for paying their college costs out-of-pocket. The Spring semester deadline for new financial aid applicants is December 1. **Financial aid cannot be awarded until all financial aid requirements are complete.**

Financial Aid Offered

Tyler Junior College participates in the following **federal** programs:

- Federal Pell Grant
- Supplemental Educational Opportunity Grant (SEOG)
- College Work-Study (FWS) (not offered in Summer terms)
- Federal Direct Loan Program (not offered in Summer terms)

Tyler Junior College participates in the following **state** programs:

- Texas Public Educational Grant (TPEG)
- Leveraging Educational Assistance Program (LEAP)
- Supplemental Leveraging Educational Assistance Program (SLEAP)
- Toward Excellence, Access, and Success Grant (TEXAS Grant)
- Texas Educational Opportunity Grant (TEOG, formerly TEXAS Grant II)
- Texas Work-Study

Financial Aid Particulars

- Student may apply for financial aid before being admitted to Tyler Junior College. However, the awarding of aid is contingent upon acceptance for admission. Funding not used to pay tuition and fees, books, or room and board charges will be disbursed to the student within 45 days after classes begin.
- Students and/or parents may also be required to submit a copy of their most recent federal income tax form. Any applicant who meets the Department of Education's definition of an independent student **will** be considered self-supporting.
- **Course Load Requirements**—For eligibility in Federal Programs (Pell Grant, SEOG, College Work-Study and Direct Loans) students must maintain enrollment in a degree or certificate program. Students who attend Tyler Junior College only in the summer session may not be eligible for financial aid. Contact the Financial Aid office for details.
- Students may receive financial aid from only **one institution per semester** per federal regulations. Contact the Office of Financial Aid for detailed information about any program and deadlines for applying.

Grants

Federal Pell Grant

The Pell Grant program is a federally funded program designed to provide eligible students with a "foundation" of financial aid to assist with the costs of attending college. To be considered for a Pell Grant, a student must be an undergraduate, not have received a bachelor's degree, and complete a Free Application for Federal Student Aid (FAFSA) annually, have received a high school diploma recognized by the student's home state or a GED, and be deemed eligible by the Department of Education, based on their income. A student must be making satisfactory academic progress toward his/her educational goal. Pell Grant students enrolled in **less than 6 hours are funded at less than ½-time** status, **6–8 hours will be funded at ½-time** status, **9–11 hours at ¾-time** status, and **12 or more hours at full-time** status.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The FSEOG program provides assistance for eligible undergraduate students who show exceptional financial need, are making satisfactory academic progress toward their educational goal and are enrolled in at least six credit hours. Priority is given to students with the greatest unmet financial need. Funding is limited.

Texas Public Educational Grant (TPEG)

The TPEG program is a state financial aid program to assist students enrolled at state supported colleges. This

grant is available to students enrolled in at least six credit hours. Funding is limited. Certain EFC (from FAFSA) requirements must be met. Check with the Office of Financial Aid for details.

Leveraging Educational Assisting Program and Supplemental (LEAP)

The LEAP and SLEAP programs are state programs. To qualify, students must show financial need and be making satisfactory academic progress toward their educational goal and be enrolled for at least six hours. Preference is given to students with the greatest unmet financial need. Funding is limited.

Texas Grant

The TEXAS Grant grant program is awarded to students graduating from an Advanced High School Program in Texas beginning December 1998, who demonstrate financial need and who meet all other eligibility criteria. Students must be enrolled in a minimum of nine hours. Funding is limited. Certain EFC (from FAFSA) requirements must be met. Check with the Office of Financial Aid for details.

TEOG

The TEOG grant program is awarded to students who are not eligible for the TEXAS grant program and meet all of the eligibility requirements. Students must meet satisfactory academic progress requirements and be enrolled in at least six hours. Funding is limited. Certain EFC (from FAFSA) requirements must be met. Check with the Office of Financial Aid for details.

Loans

Federal Stafford Loans

Stafford Student Loans from the Department of Education will be offered to students in their award package. Students must accept the award in order to receive the loan funding for the year. The 2010-11 interest rate on Stafford Student Loans was 4.5 percent for the Subsidized Loans and 6.8% percent for Unsubsidized Loans. Repayment on Stafford Student Loans begins six months after the student is no longer enrolled on at least a half-time basis. There is a $50 minimum monthly repayment and a maximum ten-year repayment period for these loans. In accordance with federal guidelines, all students must perform an entrance loan counseling interview prior to completing the online master promissory note. Additionally, students are also required to attend an exit loan counseling session prior to graduating or exiting the institution. Both entrance and exit interviews can be completed via the Internet. Contact the Office of Financial Aid for further information.

Federal Parent Loans for Undergraduate Students (PLUS)

Parents of a dependent undergraduate student may borrow funds under this loan program on behalf of the student. Parents can borrow up to the cost of education minus other financial aid the student receives. Parents must have a good credit history to qualify. The interest rate for the 2010-11 PLUS was a fixed interest rate of 8.5%. Payments begin within sixty (60) days from the date of full disbursement, with a $50 minimum payment per month. Parents must submit a Parent PLUS Authorization Form to give TJC approval to pay student charges with the funds and to provide their refund preference.

Bridge Loans (subject to availability)

Tyler Junior College has established a limited Bridge Loan program to meet emergency needs of students who qualify for financial aid but have not been awarded yet. Loans are limited to the amount of tuition and fees and bear no interest. Students must have completed all financial aid requirements. Contact the Office of Financial Aid for more information. Bridge Loans are not available until late July for the Fall semester and early December for the Spring semester. In general, Bridge Loans are not offered for the summer terms.

Bridge Loans are due and payable in full on or before the established due date each term. Any type of credit from financial aid, scholarships or other sources applied to the account prior to the due date for this loan will be used toward repayment of the loan. Students are responsible for paying any tuition, fees, room, board, or loans by appropriate due dates.

Once this loan has been granted and applied to the account, the student is responsible for payment of the loan by the due date unless a complete withdrawal form is completed and processed by the Registrar's office **prior to the first day of class**. Failure to pay on or before the due date (see current registration guide), will result in your complete schedule being dropped for non-payment. Additional fees, including cost of collection, will be charged to your account. [Please note that unpaid loans will: (1) cause the student to be dropped from all classes for non-payment, (2) prohibit any future registration at Tyler Junior College, and (3) cause academic transcripts to be withheld from release.] Outstanding loans are turned over to an agency for collection. Students who receive a tuition loan from TJC and who do not repay the loan by the due date are not eligible for future funds from Tyler Junior College.

Satisfactory Academic Progress Requirement

Students who receive financial aid are required to make measurable progress toward the completion of their course of study. For a detailed description of the requirements contact the Office of Financial Aid or see the *Financial Aid Handbook* (online).

All inquiries regarding financial aid should be addressed to:

Tyler Junior College
Attn: Financial Aid
P. O. Box 9020
Tyler, TX 75711–9020

Employment

College Work-Study (CWS)

The College Work-Study program provides part-time employment for students with financial need and who want to earn part of their educational expenses while they are going to school. Total earnings are determined by financial need and time available to work. Students must apply (through the Office of Human Resources) each year for College Work-Study. Students must be enrolled at least half-time and maintain a 2.0 total GPA.

Student Assistants' Employment Program

Part-time employment for students who do not have financial need is available on campus. The wage rate and the average hours worked per week are similar to the College Work-Study program. Apply in the Human Resources office.

Off-Campus Employment

For those seeking off-campus employment, please contact Career Services for assistance with Apache Jobs, an on-line job database of part-time and full-time employment opportunities in the Tyler community.

Assistive and Rehabilitation Program

The Department of Assistive and Rehabilitative Services (DARS) offers assistance for tuition and fees to students who are vocationally handicapped as a result of a physically or mentally disabling condition. This assistance is generally limited to students not receiving other types of aid. For information contact: Division for Rehabilitation Services, Tyler District Office; 3800 Paluxy, Suite 325; Tyler, Texas 75703; 903–537–2070.

Bureau of Indian Affairs

The Bureau of Indian Affairs offers educational benefits to American Indian students. Interested students should contact the regional Bureau of Indian Affairs Office regarding eligibility: Bureau of Indian Affairs; P.O. Box 368; Anadarko, OK 3005–3668; 405–247–6673.

Tuition Exemption Program

In addition to the scholarships, grants, loans and employment opportunities already mentioned, the State of Texas offers a number of exemptions from tuition and fee charges. Tuition exemptions may not be used to pay prior enrollment charges. Eligible Exemptions and Waivers are as follows:

Tuition Exemptions

1. Exemption of certain veterans, dependents, etc. of the Armed Forces of the United States from payment of tuition.
2. Exemption of highest ranking graduate of accredited high schools from payment of tuition for two semesters.
3. Exemption of deaf or blind students from payment of tuition and fees.
4. Exemption of children of disabled Firemen, Peace Officers, employees of the Texas Department of Corrections and Game Wardens from payment of tuition and fees.
5. Exemption of tuition and lab fees for Firemen enrolled in Fire Science Courses. (Letter required from employer each semester enrolled. Courses must be in fire protection program to qualify)
6. Exemption of tuition for children of prisoners of war or persons missing in action.
7. Exemption for disabled Peace Officers. (With proper documentation: Letter from the agency employed with at time of disability.)
8. Exemption for Certified Education Aides (With proper documentation from school approved by the Texas Education Agency).
9. Exemption of tuition and fees for children in foster or other residential care.
10. Exemption from payment of tuition only up to $500 for Clinical Preceptors and their children.

For more information about tuition exemptions and waivers, visit The Texas Higher Education Coordinating Board website "College for Texans" at www.collegeforalltexans.org.

Tuition Waiver Codes

1. Application of resident rather than non-resident tuition to military personnel and dependents.
2. Application of resident rather than non-resident tuition to teachers and professors of Texas state institutions of higher education, their spouse and children.
3. Application of resident rather than non-resident tuition to a teaching or research assistant, provided student is employed at least one-half time in a position which relates to his/her degree.
4. Application of resident rather than non-resident tuition to a non-resident holding a Competitive Academic Scholarship of at least $1,000 for the academic year or summer for which he/she is enrolled.
5. (54.062) Payment of lowered tuition rate due to concurrent enrollment in more than one public institution of higher education in Texas. Student must register at Tyler Junior College first in less than three semester hours.
6. Application of resident rather than non-resident tuition for a Mexican national attending a General Academic Teaching Institution who shows financial need.
7. Application of resident rather than non-resident tuition for Mexican national attending a public institution of higher education in Texas as a part of the state's student exchange program.
8. Application of resident rather than non-resident tuition for an individual or a member of his family located in Texas as an employee of a business or organization that became established in this state as a part of the program of state economic development and diversification.

9. Application of resident rather than non-resident tuition for an individual who is a non-resident alien, who otherwise meets residency requirements, who is living in the United States or on a visa which the U.S. Department of Justice has determined will allow the holder to establish a domicile in the United States. (As of the printing of this publication, only individuals having visa classifications of A-1, A-2, G-1, G-3, G-4 and K and those classified by the Immigration and Naturalization Service as Refugees and Asylees are eligible.)
10. Competitive Academic Scholarship Recipients. Certain students receiving competitive academic scholarships may be exempted from paying non-resident tuition rates. (See Rules and Regulations Residence Status published by Texas Higher Education Coordinating Board).

All of the above categories are subject to change by the legislature of the State of Texas. Contact the Admissions office for more information.

$1,000.00 Tuition Rebate

Available during their senior year of college, $1,000.00 tuition rebates are available for students who enrolled in a Texas public institution of higher education beginning the fall of 1997, or thereafter, and complete a baccalaureate degree. Students must be Texas residents and complete all of their coursework in Texas public institutions of higher education and must have paid resident tuition at all times. They must have attempted no more than three hours over the minimum number of semester hours required to complete a baccalaureate degree. This degree must be completed under the institutional catalog from which the student is eligible to graduate.

Veteran Services

Tyler Junior College is approved for Veterans training. Consult the college Veterans Coordinator located in the Admissions Office for information and assistance. The student may apply for Veterans Benefits on line at www.gibill.va.gov or visit the online Veterans page at www.tjc.edu/veterans.

Hazlewood

Veterans who are receiving Federal VA Educational benefits as well as Veterans who have exhausted their Federal VA Educational benefits may be eligible to receive benefits under the Texas Hazlewood Act. Veterans qualifying for the Hazlewood benefits "may be" exempt from Tuition and Related Fees.

Requirements:

1. Be resident of Texas when they entered the military or
2. Designated Texas as their Home of Record or
3. Have entered the military from Texas and
4. Have an Honorable Discharge or General under Honorable Conditions
5. Have "more than 180 days" of active duty, excluding Training
6. Have not defaulted on Federal Education Loan
7. Have exhausted all Federal VA Educational benefits

Hazlewood benefits for Veterans, Spouses and Dependents have recently changed.

For more information, contact the Veterans Coordinator in the Admissions Office located in the White Administrative Services Center.

Scholarships

Scholarships may be funded through various endowments established through the Tyler Junior College Foundation. For information concerning the establishment of new scholarships, please contact the Tyler Junior College Foundation at www.tjc.edu/foundation.

Annual and endowed scholarships are available to those who qualify. The amount and number of these awards will vary each year depending on funding levels. Generally, to receive consideration for scholarships, applicants must be planning to enroll in a minimum of 12 semester credit hours each semester (fall and spring) or be accepted into a health professions program. Scholarships are not available during the summer sessions. Some scholarships are need-based and require completion of the Free Application for Federal Student Aid (FAFSA). In all instances where the student's need is met with federal or state funds, any scholarship awarded may be adjusted to meet federal/state audit guidelines.

Submitting the TJC scholarship application will allow students to be considered for most scholarships offered by the College. Exceptions include Fine and Performing Art Scholarships and Athletic Scholarships. Based on the information provided in the scholarship application, the student will be considered for every scholarship for which the criteria is met.

Go online to www.tjc.edu/scholarships for additional information regarding eligibility or to submit an application. The priority deadline is **March 1st** for the following academic year.

Presidential Scholarship

These scholarships are awarded to incoming traditional freshmen whose applications demonstrate academic excellence, leadership, extracurricular or community involvement and who meet the required minimum test scores on either the SAT or ACT.

SAT = 1070 excluding written portion with a 500 each in math and critical reading

ACT = 23 composite with a minimum of 19 each in math and English

Awards are for $2,000 per year for two years and require full-time enrollment (12 hours, excluding college orientation and kinesiology classes unless enrolled as a kinesiology major).

To continue on scholarship, recipients must maintain

full-time enrollment, a 3.3 cumulative grade point average and attend annual scholarship events.

Dean's Scholarship

These scholarships are awarded to incoming traditional freshmen whose applications demonstrate academic excellence, leadership, extracurricular or community involvement and who have taken either the SAT or ACT. The selection committee will consider test scores but no minimum is required. Awards are for $1,000 per year for two years and require full-time enrollment (12 hours, excluding college orientation and kinesiology classes unless enrolled as a kinesiology major). To continue on scholarship, recipients must maintain full-time enrollment, a 3.0 cumulative grade point average and attend annual scholarship events.

Top Ten Scholarship

These scholarships are awarded to high school students from the Tyler Junior College service area who graduate in one of the "top ten" positions of their senior class. (For a definition of the TJC service area, go to www.tjc.edu/scholarships.) Students, who by invitation attend an on-campus reception hosted by the president of the College during their senior year, are offered the scholarship. Awards are for $2,000 per year for two years and require full-time enrollment (12 hours, excluding college orientation and kinesiology classes unless enrolled as a kinesiology major). To continue on scholarship, recipients must maintain full-time enrollment, a 3.0 cumulative grade point average and attend annual scholarship events.

Top Ten Percent Scholarship

These scholarships are awarded to high school students from the Tyler Junior College district who graduate in the top ten percent of their senior class. TJC district includes Chapel Hill, Grand Saline, John Tyler, Lindale, Robert E. Lee, Van, and Winona Independent School Districts. Awards are for $2,000 per year for two years and require full-time enrollment (12 hours, excluding college orientation and kinesiology classes unless enrolled as a kinesiology major). To continue on scholarship, recipients must maintain full-time enrollment, a 3.0 cumulative grade point average and attend annual scholarship events. Students who meet the criteria for both the Top Ten Scholarship and the Top Ten Percent Scholarship will be awarded a Top Ten Scholarship.

General Scholarship

These scholarships are awarded to incoming traditional freshmen and continuing students and are based on a variety of attributes including academic merit, leadership, need, choice of study, and other factors. Award amounts vary and require full-time enrollment (12 hours) or enrollment in a health professions program. Generally, these scholarships are awarded one academic year at a time and require a new application each year.

Fine and Performing Art Scholarship

Also known as performance grants, these scholarships are awarded to members of certain performing groups. Current groups include Apache Band; Apache Belles and Guards; Apache Cheerleaders; Concert Choir; Chamber Singers; Harmony and Understanding; Student Senate; dance; guitar; musical theatre; piano; speech; theatre; and visual art. Award amounts vary and will pay toward the student's tuition and fees only. Full-time enrollment (12 hours) is required. These scholarships are not awarded through the TJC scholarship application. Each area has its own award process which may require separate application and try-outs. For more information, contact your specific area of interest.

Athletic Scholarship

Also known as performance grants, these scholarships are awarded by the Tyler Junior College athletic program according to Region XIV Athletic Conference and NJCAA guidelines. Award amounts vary and full-time enrollment (12 hours) is required. Currently Tyler Junior College offers scholarships in football, men's and women's basketball, men's and women's tennis, men's and women's soccer, men's and women's golf, women's volleyball and athletic training. These scholarships are not awarded through the TJC scholarship application. Each area has its own award process which may require separate application and try-outs. For more information, contact Apache Athletics.

Legacy Scholarship

The Legacy Scholarship Program establishes endowment-based funding for performance grants to ensure that these outstanding extracurricular programs continue to be a vital part of the student experience. Select students are named as a Legacy Scholar through the respective area from which they are receiving a performance grant.

Residential Life and Housing

Tyler Junior College Residential Life and Housing offers a variety of on-campus living experiences to enhance students' academic and personal growth. Each hall has its own unique personality built around the interests of its residents. Residing on campus is truly a living and learning experience for the students, with outside-classroom activities that range from hall gatherings to community service projects to events that assist students in being academically successful. The residence halls are staffed by student resident assistants whose mission is to provide guidance to the residents and assist with programming that fosters a sense of community within the hall. In addition, a resident director or area coordinator oversees each hall.

To arrange housing tours or seek answers to housing questions, go online www.tjc.edu/housing or send an e-mail to housing@tjc.edu.

General Information

Located on Baxter Avenue across from the White Administrative Services Center, the Residential Life and Housing office is the hub for on-campus living at TJC. There are currently nine halls on campus, including the recently opened Louise H. and Joseph Z. Ornelas Residential Complex. All guidelines for the halls are located in the *Student Guide to Living On Campus*, available online at www.tjc.edu/housing. Residents will also receive this information during mandatory floor meetings at the beginning of each semester.

"Live The Experience"

All assignments to on-campus housing include all utilities and a meal plan.

Facility/Type	Bathroom
Ornelas *(Co-ed by building)*	Private Bath in Room
Claridge *(Co-ed-Athletic)*	Suite
Hudnall *(Female)*	Suite
Holley *(Male)*	Suite
Lewis *(Male)*	Suite
Vaughn *(Female)*	Suite
Bateman *(Female)*	Suite
Sledge *(Male–Football only)*	Suite
West *(Male–Soccer only)*	Suite

Meal Plan Options:

The cost of each room includes the cost of the meal plan (valued at $800.00). Residents have three different options to choose from:

- **19 meals a week**: This means the student can eat every meal that the cafeteria serves.
- **15 meals and week and $50.00 Apache Bucks**: This means any 15 meals a week that the cafeteria serves and $50.00 of Apache Bucks that can be used in different eateries on campus.
- **10 meals and $100.00 Apache Bucks**: This means the student gets to choose any 10 meals to eat in a week and $100.00 to use at different eateries on-campus.

Students who wish to change a meal plan must do so at the Residential Life and Housing office by the 10th class day of the semester.

Housing Application Process

Students who would like the experience of living on campus must first apply for admission to TJC and receive an Apache student identification number, known as an A number. Students can then go online to www.tjc.edu/housing to access and complete the Housing Application. Incoming students are encouraged to submit their application early for best availability— halls do fill up. Placements are assigned based on date of full payment or financial aid. At time of application, all applicants pay a one-time, non-refundable application and processing fee of $100. The application and fee payment do not guarantee a space on campus. Students are advised to complete their housing application immediately after acceptance to TJC. Applications for housing are accepted year-round.

On-campus Housing is available during Fall, Spring, Maymester, and both Summer Sessions.

Housing Payment and Room Assignment

Placement in on-campus Housing is based on date of payment. Once payment arrangements, such as full-payment, financial aid completion, scholarship or grant verification, are made then placement will be made. Students who are wanting to use their Financial Aid to pay for their room and board must be fully awarded and submit their award letter from Apache Access for placement to the Residential Life and Housing Office. If a student has not been fully awarded but does have all their documents in and it is verified by Financial Aid, then they will have to pay half of the cost of the room before they are placed.

Housing Contract

Under the TJC Residential Life and Housing contract, students must take at least 12 hours to reside in a hall on campus. Each student living on campus will sign a contract during residence hall check-in, or during renewal of their room for the next semester. Residents are on a yearly, Fall through Spring, contract. If a student is not returning for the next semester, there is a $200.00 break contract fee.

Residence Hall Closings

TJC Residence Halls do close during school closings such as between semesters, Thanksgiving, and Spring Break. During this time, on-campus students will need to find alternate housing. For specific dates and times of these closings, please check out our important dates link on our Housing page at www.tjc.edu/housing.

Vaccination Requirements

Texas law now requires that all first-time and transfer students have the Bacterial Meningitis vaccine administered at least 10 days prior to move-in. If you refuse the vaccine for any reason, you will need to furnish the Housing department with a signed affidavit of your refusal at least 15 days prior to move-in. For a copy of our Meningitis form, please visit www.tjc.edu/housing and open the Meningitis link at the top.

Background Check

All students that live on-campus will be required to have a background check on file. The form is found on the web at www.tjc.edu/housing. The cost of the background check is included in the application fee of $100.00. This form must be filled out during application process. An application is not considered complete unless a background check has been administered on a potential resident. For any specific questions, please contact our Residential Life and Housing office at 903-510-2345 or by email at housing@tjc.edu.

Residence Hall Association

Comprised of all students living on campus, the Residence Hall Association (RHA) is the governing board for on-campus life. Through the RHA, the residents work to pass different policy and procedures in the halls that the students would like changed. In addition, it hosts programs for the residents such as RHA Idol, Fall Fest, Stay at TJC Weekend, Superbowl Party, Field Day, and other fun programs.

College Dining Services

The College dining hall provides meals for all students enrolled at the College with a variety of payment plans from one meal to a seven-day meal plan for an entire semester. For more information, contact TJC Dining Services at www2.tjc.edu/studentservices/ValleyFoods.shtml.

Need More Information?
Visit our Web site @ www.tjc.edu or call **1–800–687–5680**

Campus Clinic

The Campus Clinic, located on the second floor of Rogers Student Center, is operated through a partnership with the East Texas Medical Center Regional Healthcare System.

The clinic is staffed Monday through Friday, 8 a.m.–12 noon and 1 p.m. to 5 p.m., by a physician (provided through the ETMC First Physicians organization), a nurse and/or a family nurse practitioner. The Clinic provides yearly flu vaccinations, physicals, and acute illness care for all students. It also provides free vaccinations for all Allied Health students. This full complement of health services is made possible by a health services fee of $30 per student per long semester and $15 per student for summer terms.

Bacterial Meningitis

Bacterial Meningitis is a serious, potentially deadly disease that can progress extremely fast. It is an inflammation of the membranes that surround the brain and spinal cord. The bacteria that causes meningitis can also infect the blood.

This disease strikes about 3,000 Americans each year, including 100–125 on college campuses, leading to 5–15 deaths among college students every year. There is a treatment, but those who survive may develop severe health problems or disabilities. Symptoms—High fever, stiff neck, severe headache, nausea, rash or purple patches on skin, confusion and sleepiness, vomiting, lethargy, light sensitivity and seizures. There may be a rash of tiny, red-purple spots caused by bleeding under the skin. These can occur anywhere on the body. The more symptoms, the higher the risk; so when these symptoms appear, seek immediate medical attention. Diagnosis is made by a medical provider and is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood tests. Early diagnosis and treatment can greatly improve the likelihood of recovery.

The disease is transmitted when people exchange saliva (such as by kissing, or by sharing drinking containers, utensils, cigarettes, toothbrushes, etc.) or come in contact with respiratory or throat secretions. Exposure to saliva by sharing cigarettes, water bottles, eating utensils, food, kissing, etc. will increase your risk of getting Bacterial Meningitis. Also, living in close conditions (such as sharing a room/suite in a dorm or group home) will increase one's risk of contracting Bacterial Meningitis. It is recommended that all incoming freshmen get the vaccine before entering college. It is mandatory for on campus housing. The vaccine is available through the Health Department for $15 903–510-–5604.

To find out more information contact:

- Your own health care provider
- The ETMC Campus Clinic at 903–510–3862
- Your local or regional Texas Department of Health office. For Smith, Henderson, Van Zandt, Wood, and Rains Counties, contact:
  North East Texas Public Health District (NETPHD)
  P. O. Box 2039; Tyler, TX 75710–2039
  Phone: 903–510–5604
- Web sites: www.cdc.gov/ncidod/dbmd/diseaseinfo or www.acha.org

Center for Student Life and Involvement (CSLI)

Extracurricular activities at Tyler Junior College are varied, and designed to afford full- and part-time students with opportunities for enjoyment and enrichment. These activities are intended both to augment class work and to provide relaxation from studies, thus creating a vibrant student life.

The excitement of athletic events, the quiet pride of candlelit initiations, the exhilarating camaraderie of a club project—these are all part of the College's extracurricular activities. A community college as well as a traditional junior college, TJC seeks in its numerous beyond-the-classroom activities to serve not only the students on campus, but also the township and the entire East Texas area. For more about the Center for Student Life and Involvement, go to the TJC Web site at www.tjc.edu and www.tjc.edu/campuslife/

Recreational Sports

Recreational Sports is an essential program on campus, providing students the opportunity to partake and enjoy sports like Flag Football, Volleyball, Basketball, Dodgeball, Soccer and Softball. The Intramural/Recreational Sports Department also offers students opportunities to go on trips to MLB, NBA, NHL games, recreational bowling trips, floating the river in New Braunsfels, Texas and Six Flags. This helps the development of student's personalities interacting with other students from all walks of life and different cultures. Our purpose is to provide a fulfilling experience for students away from home.

Recreational Center

The Recreational Center is located on the 2nd Floor of the Rogers Student Center. The Recreational Center is open Monday through Friday from 8:30am-9pm. The Recreational Center offers the following but not limited to: 3 42" widescreen televisions and a projector with a 100" screen, Pool, Table Tennis and the latest video games on the X-box 360 and Play Station 3 are offered for recreational play. Various tournaments are offered throughout the academic year for a chance to win prizes and or gift cards. Students must bring their TJC I.D. in order to be admitted into the Recreational Center and participate.

Student Senate

As one of the oldest organizations in TJC history, the Student Senate is the student government body of Tyler Junior College. The purpose of the Senate is to promote active student government, promote better relationships among the student body, promote good citizenship and provide an avenue by which student needs and desires are transmitted to the administration, as well as provide educational and wholesome entertainment for students. With the new philosophical shift and the creation of subcommittees (Academic Affairs, Student Affairs, and Policies and Procedures), it has created a new sense of responsibility and ownership for our students. Student Senate strives to engage and educate student leaders as well as to assist in their development, membership, and drive for perfection. It is imperative that Student Senate continues to strive to close the gaps in education, assist in the development of the institution, community development, as well as develop community leaders. See Student Senate online at: www.tjc.edu/clubsorgs/studentsenate.php

Apache Belles

A select women's organization, the group presents performances in various venues both on and off the Tyler Junior College campus. Each fall the focus is on the halftime show and outdoor performances. In the spring, the focus is on an original theatrical production. The Apache Belles also serve Tyler Junior College and the community as "goodwill ambassadors". Web site: www.apachebelles.com.

Apache Band

The Apache Band is the official College band open to all students who qualify by audition. The band performs at a large number of campus, athletic, and community events and also accompanies the Apache Belles. Other ensembles include the Jazz Band, Woodwind, and Percussion Instrumental Chamber groups, Winter Drumline, Steel Drums, Wind Ensemble and Symphonic Band. Visit the Apache Band online at: www.tjc.edu/band/.

Choral Activities

Tyler Junior College boasts three high-quality choral ensembles: **Concert Choir, Chamber Singers** and **Harmony and Understanding**. Any student may enroll in the Concert Choir and audition for Chamber Singers and Harmony and Understanding. The ensembles represent the College though concerts, community activities and campus events. Access choral Web pages at: www.tjc.edu/music/.

Athletic Program

The College athletic program includes intercollegiate sports for men in football, basketball, baseball, soccer, tennis and golf, and for women in basketball, volleyball, soccer, golf and tennis. For more information about each program, visit: www.apacheathletics.com.

Clubs and Organizations

Other Student Life activities include clubs and organizations which are intended to represent the diverse interests of the students. The following organizations are presently active on the campus. A more complete description of the purposes and activities of each organization are available at www.tjc.edu/clubsorgs/

Agriculture Club
Anime Club
Apache Ascent
Apache Activities Council
Apache Band
Apache Belles
Apache Cheer
Apache Chess Club
Apache Chiefs
Apache Letter Runners
Apache Press Club
Apache Punch
Apache Racquetball Club
Apache Respiratory Care Club
Apache Step Team
Apache Twirlers
Association of Baptist Students
Association of Computing Machinery
Baptist Student Ministries
Black Student Association
Campus Crusade for Christ
College Ladies Bible Study
Criminal Justice Student Association
Deaf Connection Club
First Year Experience
Hispanic Student Organization
Honors Student Association
Interfaith Club
International Education Club
Kappa Kappa Psi
Las Mascaras
Phi Rho Pi
Phi Theta Kappa
Political Science Club
RealTalk
Residence Hall Association
Reformed Unified Fellowship
Sigma Kappa Delta
Student Athletes Advisory Committee
Student Nurses Association
Student Senate
TJC Bass Club
Tau Beta Sigma
TJC Bicycle Club
TJC Cheerleaders <- already under "Apache Cheer"
TJC Club Tennis
TJC Cricket Team
TJC Dance Team
TJC Geological Society
TJC International Day <-already under "International Education Club"
TJC Outdoor Recreation Club
TJC Table Tennis Club
TJC Wesley Foundation
Voices of Worship
Wishmakers on Campus

Religious Student Centers

Association of Baptist Students
Baptist Student Ministries
Wesley Foundation

Support Services

Tyler Junior College provides a variety of support services for students with special needs and capabilities.

Academic Support/Peer Tutoring

The EXCEL Peer tutoring program has been developed to assist students who may have weak academic skills or would like to improve their grades. This nationally certified peer tutoring program consists of one-on-one, group and/or open lab tutoring. Tutors are qualified in the subjects they tutor and are also able to assist students with study and test-taking skills. There is no charge for tutoring. Recipients must be enrolled at TJC in the course(s) for which they receive tutoring assistance.

For more information contact the Learning Loft on the third floor of Rogers Student Center or go to www.tjc.edu/tutoring.

Disability Services

Section 504 and Americans with Disabilities Act

Tyler Junior College does not discriminate on the basis of disability in admission, access or operation of its programs, services, or activities, including hiring or employment practices. This notice is provided under provisions of Section 504 and the American with Disabilities Act of 1990 (ADA). Questions, concerns, or requests for additional information regarding the ADA or the complaint/grievance procedure on disability-related matters may be forwarded to the director of Human Resources, who is designated as the ADA compliance officer, at 903–510–2419 on the TJC Main Campus. A copy of the grievance procedure may be obtained from Human Resources (WASC, 2nd floor) or the director of Support Services in the Rogers Student Center. The *Catalog* also may be accessed via the Internet from the TJC Web site.

Accommodations for Students

Tyler Junior College welcomes students with disabilities who have the potential for academic success in the postsecondary educational environment. TJC is committed to providing qualified students with disabilities equal access to its facilities, activities and programs. Section 504 of the Federal Rehabilitation Act of 1973 as amended, and the American with Disabilities Act of 1990 (ADA) require that public colleges and universities provide reasonable and appropriate accommodations for otherwise qualified students with disabilities. Accommodations may include, for example, permission to tape record lectures; relocation of classes or programs to accessible locations; arranging special testing locations; use of a sign language interpreter, etc. At TJC, accommodations are provided on an individual basis following presentation (by the student) and assessment of documentation that confirms the presence of a disability which causes a limitation as defined under Section 504 and the ADA.

The ADA Student Coordinator meets to review the documentation being presented by the potential or current TJC student who is requesting classroom accommodations for the first time. The ADA Student Coordinator will make recommendations for classroom accommodations from documentation presented. If the ADA Student Coordinator determines that the documents do not support the need for accommodations, the student may provide additional documents for the ADA Student Coordinator to consider.

To request accommodations, the student with a disability should arrange an appointment with the ADA Student Coordinator to obtain the Request Accommodations Form (RAF). **Appropriate documentation of physical or psycho/educational evaluation that meets TJC guidelines or a referral from an appropriate rehabilitation agency (such as Texas Department of Assistive and Rehabilitative Services) which clearly documents the disability and supports the need for accommodations must be submitted for review to the ADA Student Coordinator, before any accommodations can be arranged.** The deadline for applying for assistance with the Support Services office is normally four weeks prior to the beginning of the initial semester of enrollment, to allow time for review and adequate coordination of services. The deadline for applying for subsequent continuous semesters of enrollment is two weeks prior to the beginning of regular College registration for that semester.

Disability Services, located on the 3rd floor of the Rogers Student Center, serves as a liaison between students with disabilities and faculty and staff at TJC. The provision of support services and reasonable accommodations is guided by College policies and procedures, which are implemented through the Support Services office. It is the intent of the ADA and TJC that responsibility for providing needed and appropriate support for students with disabilities is shared by students, faculty and staff. All students are expected to abide by College policies and procedures, including the Student Code of Conduct as outlined in the *Student Handbook* and other college publications.

Prospective and current students, parents and others interested in such services or more information should contact the **Support Services** office, Rogers Student Center, or refer to the *Student Handbook.* **Deaf students should contact the deaf student interpreter coordinator, voice 903–510–2841, VP-IP 64.17.208.240, Direct VP # 903-510-3138 (videophone for Deaf/Hard of Hearing).**

Deaf/Hard of Hearing Student Services—Interpreting Services

Tyler Junior College employs a staff of highly qualified and certified sign language interpreters. Interpreters are provided for class lecture and other approved campus activities. Deaf and hard of hearing students requesting an interpreter or other effective communication assistance, may do so through the Deaf/Hard of Hearing Student Services office. The deadline for applying for an interpreter

or other communication assistance is four weeks prior to the end of regular College registration for that semester. For more information, contact the Deaf/Hard of Hearing Student Services office, VP-IP 64.17.208.240, Direct VP # (903)510-3138 [videophone for Deaf/Hard of Hearing].

TRiO Student Support Services

Tyler Junior College TRiO is a program funded by the U.S. Department of Education that enables colleges to provide support services to assist students with reaching their potential and success.

The main goals for each student:

- Stay in college
- Graduate from a 2-year institution
- Transfer to a 4-year institution
- Graduate from a 4-year institution
- Experience a campus climate supportive of under-prepared and under-represented students.

A student should apply for TRiO if he/she:

- Has an academic/educational need, AND
- Is a first generation college student (neither of your parents have a four-year degree), AND/OR
- Is economically disadvantaged, AND/OR
- Has a physical/learning disability

TRiO's Plan for Success includes: cultural enrichment activities both on and off campus; community service; tutoring; study skills seminars; financial aid information and guidance; financial planning workshops; scholastic probation prevention; academic advising and placement; individual guidance; THEA preparation seminars; university transfer information—including campus visits; and information and referral assistance.

For more information, contact TRiO Services, Rogers Student Center, third floor.

Counseling Assistance

Counseling assistance for enrolled students is performed by professional counselors with experience in assisting students with personal problems, test anxiety, social adjustment and individual development. Due to staff limitations, personal counseling follows a brief therapy format; counseling visits are restricted to six or fewer visits. Community referral is made for individuals requiring more than six visits or needing resources that may be provided by state and local service agencies.

Location and Hours

Counseling assistance is available within the Support Services office on the third floor of the Rogers Student Center, East Lake at South Baxter, on the Tyler Junior College main campus. Hours are 8 a.m.–5 p.m., Monday through Friday, during regular semesters.

For more information, contact Support Services in Rogers Student Center, or consult the TJC Web site at - www.tjc.edu/crisiscounseling.

School of Professional and Technical Programs Office of Development and External Funding and Grants

A variety of support services are available for adults considering "re-entry" into education and/or employment. Special consideration will be given to single parents and displaced homemakers. For the student who can document financial need, limited financial support may be available for child care, books, or transportation reimbursement. Application deadlines to be considered for financial assistance are:

Fall 2011 - deadline is July 8, 2011

Spring 2012 - deadline is November 11, 2011

Summer Session I & II - announced if funds are available.

Applications must be picked up in the Perkins Grant & Adult Student Services office located in Pirtle 128. Students must meet all guidelines and submit all necessary documentation, with the notarized application, by the deadline. To be considered, the student must also apply for **Federal Student Aid (PELL)** through the Office of Financial Aid. Financial assistance eligibility is based upon the student's major, economic need, full-time status, and availability of Carl D. Perkins Vocational and Applied Technology Grant Funds. As funding is limited, eligible students will be placed on a waiting list and awarded funds according to highest economic need. All students must reapply prior to the fall semester of each academic year.

Vaughn Library

The Vaughn Library hosts a library collection of over 104,000 volumes, a multimedia non-print collection, and Vaughn Electronic Research Center—an open computer lab with space for 79 workstations, and online access to more than 60 databases, including the TexShare databases. Additionally, Vaughn Library offers different collections for the Health Sciences, Legal Assistant, Texas History, Book Bank, and Best Sellers. A small collection of audiobooks is also available.

Off-campus students can access Vaughn Library's 60+ databases by going towww3.tjc.edu/library/webresources.htm and clicking on the Off-Campus Access button on the resulting page. The library collection can be searched by going to www.tjc.edu/library and clicking on Online Catalog.

Library books may be checked out with a current TJC student ID card, a TexShare card, or a Vaughn Library courtesy card for a 3-week period and rechecked for an additional week. The VERC computer lab can be used by presenting one of these cards as well.

Reference books, microfilm, magazines and journals, special collections, and materials on reserve are for in-house use only; however, copy machines are located on each floor.

Software in the VERC computer lab includes the Microsoft Office Suite: MS Word, MS Excel, MS Access, and MS PowerPoint. Other software may not be downloaded on these machines. Printers are available and patrons are urged to provide their own flash drives. Vaughn Library's databases can also be accessed through on-campus computers.

DVDs and videotapes are also available in the library. Instructional Telecourse programs on DVD and videotape are available for checkout, or may be viewed in the Media Access Center in the Library's basement.

Other services offered by the library include: personal research assistance, Interlibrary Loan (ILL), library tours, in-class instruction, wireless access, live reference chat (Meebo) at www3.tjc.edu/library/webresources.htm, and the Library Subject Guides at http://libguides.tjc.edu.

Also housed in the library are the Distance Education offices, the Multimedia Access and Production Center, the Office of the Quality Enhancement Plan Director, the Office of Coordinator of Professional Development, and the Faculty Senate Office.

Library hours for the long semesters are: Mondays through Thursdays from 7:30 a.m. to 9:30 p.m.; Fridays from 7:30 a.m. to 5:00 p.m.; Saturdays from 10:00 a.m. to 2:00 p.m.; and Sundays from 1:00 p.m. to 5:00 p.m. Summer and holiday hours will differ.

For more library information, go to: www.tjc.edu/library or call the library's main number at 903-510-2502.

What We Offer

Graduate Guarantees

Tyler Junior College guarantees its associate of arts and associate of science graduates that the courses required for graduation will transfer, and associate of applied science graduates that specific competencies will be taught. To qualify for this guarantee, the graduate must have completed at least 75 percent of their credits at TJC.

Special Conditions

Associate of Arts, Associate of Science and Associate of Arts in Teaching Graduates

1. Tyler Junior College guarantees to its Associate of Arts (AA), Associate of Arts in Teaching (AAT), and Associate of Science (AS) graduates who have met the degree requirements, beginning September 1, 1992 and thereafter, that course credits will transfer as outlined in the Texas Higher Education Coordinating Board rules and regulations.
2. Limitation(s) on the total number of credits accepted in transfer, grades required, relevant grade point average and duration of transferability apply as stated in the general undergraduate catalog of the receiving institution.
3. Only college-level courses with *THECB General Academic Course Guide Manual* approved course rubrics are included in this guarantee.
4. If all the above conditions are met and a course or courses are not accepted by a receiving institution in transfer, the student must notify the Registrar at Tyler Junior College within 15 days of notice of transfer credit denial so the "Transfer Dispute Resolution" process can be initiated.
5. If the courses are not transferable, Tyler Junior College will allow the student to take up to nine (9) semester credit hours of comparable courses, with waiver of tuition, which are acceptable to the receiving institution within a one-year period from granting of a degree at Tyler Junior College. The graduate is responsible for payment of any fees, books or other course-related expenses associated with the alternate course(s).
6. The students' sole remedy against this College and its employees for academic deficiencies shall be limited to nine (9) credit hours of tuition-free education under conditions described above.

Associate of Applied Science and Technical Certificate Graduates

1. Tyler Junior College guarantees to its Associate of Applied Science and Technical Certificate graduates that if they are judged by their employer to be lacking in technical job skills identified as exit competencies for their specific program, the graduate will be provided retraining with certain stipulations.
2. The graduate must have earned the AAS degree or certificate beginning September 1, 1992 or thereafter in a technical program published in the College's *Catalog*.
3. The graduate must have completed the A.A.S. degree or certificate with at least 75 percent of the credits being earned at Tyler Junior College and must have completed the program within a four-year timespan from initial enrollment.
4. Graduates must be employed full-time in an area directly related to the area of program concentration.
5. Employment must commence within 12 months of graduation.
6. The employer must certify in writing that the employee is lacking entry-level skills identified by the College as the program competencies and must specify the areas of deficiency within 90 days of the graduate's initial employment.
7. The employer, graduate and assigned representative(s) of the College will develop a written educational plan for retraining.
8. Retraining will be limited to nine (9) credit hours related to the identified skill deficiency and those classes regularly scheduled during the period covered by the retraining plan.
9. All retraining must be completed within a calendar year from the time agreed upon in the educational plan.
10. The graduate and/or employer is responsible for the cost of books, insurance, uniforms, fees and/or other course related expenses.
11. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career.
12. The students' sole remedy against this College and its employees for skill deficiencies shall be limited to nine (9) credit hours of tuition-free education under conditions described above.

Honors Program

The Honors Program at Tyler Junior College

The Honors Program at Tyler Junior College facilitates leadership development, service learning, and a community of inquiry. Toward the fulfillment of these goals, the Honors Program provides enriched coursework and innovative instruction for students who seek to be challenged by

advanced educational experiences. This is a program designed for students pursuing outstanding academic achievement. Admission is selective and determined by the program coordinator.

In order to graduate from TJC with the Honors Program distinction, students must meet all college requirements, complete 15 hours of honors courses (including an Honors Leadership Development course), complete 48 hours of documented community service, and maintain a minimum 3.3 cumulative grade point average.

Honors-level courses are offered during the Fall and Spring semesters in many of the core subject areas. Please consult the Honors Program coordinator for the current Honors course offerings. Students who earn the grade of "A" in any one of the following courses may receive four hours credit for Honors Program graduation requirements: MATH 2414, PHYS 2425, PHYS 2426, CHEM 2423, BIOL 2421, ACCT 2401. Additionally, students may petition to receive honors credit for participation in study-travel courses.

For questions regarding the TJC Honors Program, please contact the program coordinator at: honors@tjc.edu.

Academic Foundations

All students take different paths to higher education. Some begin by earning a GED and others start by refreshing English, mathematics, reading, and study skills. No matter where students commence their journey in higher education, The School of Academic Foundations provides a student-centered, instructor-guided, and academic-supported entry point.

To help students establish a solid base for successful class completion and degree attainment, The School of Academic Foundations assembled the following programs, courses, and services:

First Year Experience

First Year Experience, or FYE, is a department that is dedicated to presenting unique opportunities for first-time TJC students to maximize student potential in the collegiate setting. FYE provides tools, support, and knowledge for students to have a successful experience in higher education, including a summer program for students and parents, an on-line orientation course, and special events. The FYE Director is located in Rogers Student Center, Room 235, and can be reached by e-mail at fye@tjc.edu.

Summer FYE

Summer FYE is a fun-filled, in-person, on-campus opportunity for incoming TJC students. New students who choose to participate in Summer FYE gain a first-hand glimpse of college life before a semester begins. During this two-day event, students become familiar with campus via a walking tour; spend the night in a residence hall; explore how to become involved on campus with activities, clubs and organizations; socialize and enjoy live entertainment with fellow incoming/new students; and most importantly, receive a current TJC student as a mentor to ease and assist the transition to college. Although open for any new, incoming student, Summer FYE is designed for recent high school graduates or GED recipients ages 18–21 with fewer than 15 college credit hours, excluding dual credit enrollment. There is a fee for attending Summer FYE.

Parent FYE

Parents are welcome to attend a special Parent FYE during Summer FYE. These sessions are designed for parents to learn how to help their student transition into the college lifestyle and gain valuable knowledge about Tyler Junior College. **There is a fee for attending Parent FYE.**

CORI 0100 College Orientation

This course is **required** of **any new student** to Tyler Junior College as it facilitates student success and ensures each student transitions successfully into the college lifestyle. CORI 0100 educates new students about TJC-specific facilities, services, and information that will assist them throughout their attendance at Tyler Junior College. Topics discussed include: how to locate the Library or Campus Clinic, how to meet with an Advisor and secure a degree plan, how to finance educational goals, how to get involved on campus, as well as how to log-in and utilize Apache Access to register for classes. CORI 0100 is offered each fall and spring long semesters via an interactive, distance education presentation. (CORI 0100 does not count toward graduation.)

Adult Basic Education

The **Literacy Council of Tyler,** in partnership with Tyler Junior College and located at the RTDC on the West Campus, is dedicated to serving the adults of our area with free basic and developmental education. All adults age 17 and older are eligible to attend classes. Besides the basics of reading, writing and arithmetic, preparation for the GED (General Educational Development) examination is offered. English as a Second Language (ESL) is also taught. Classes and/or individualized instruction are available at the West Campus and other locations throughout the area, delivered by LCOT staff as well as trained literacy volunteers. In addition, Literacy Council staff members oversee operation of a grant-funded public computer lab—free to the community. There are also evening classes available in outreach centers throughout the community.

Please call 903–533–0330 for registration information. For more about this non-profit organization, see their Web site: www.lcotyler.org.

College Preparatory Studies

Tyler Junior College, like all colleges and universities, has an established set of assessment scores that are required to enter the college-level courses. Tyler Junior College is committed to student success, and the Department of College Preparatory Studies demonstrates that commitment

by assisting students in achieving a Texas Success Initiative (TSI) complete status in reading, writing and mathematics, as well as providing opportunities for TJC students to develop skills sets that are required for university transfer and occupational-technical courses.

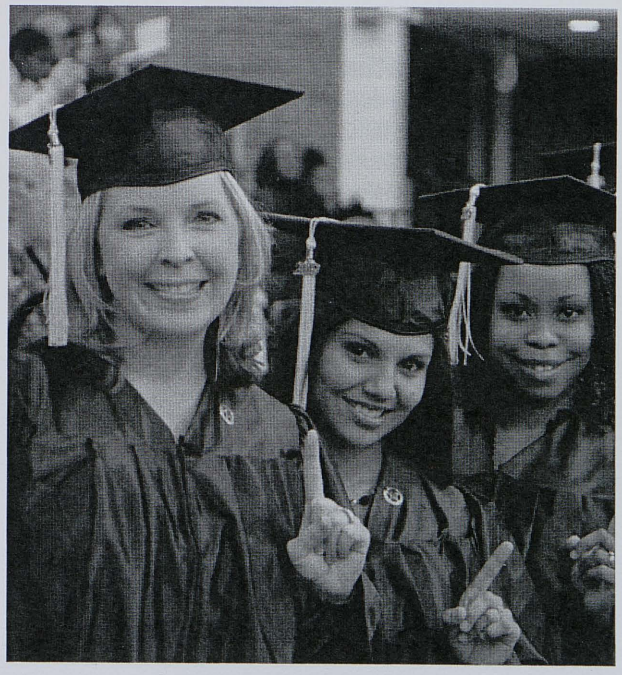
The mission of the Department of College Preparatory Studies is to present engaging and nurturing learning environments like classroom instruction, distance education/hybrid courses, and open labs to ensure that TJC students receive genuine assistance to maximize their educational potential and attain a degree in higher education. For assistance or information about College Preparatory Studies, Potter Hall, Room 110 is open from 8 a.m. to 5 p.m., Monday through Friday, during long terms; summer hours may vary. Please stop by the office, call 903–510–2047, or visit online www.tjc.edu/collegeprep and **"Let us help you find your way to success!"**

The Academic Foundations Math Lab

The AF Math Lab, located in P104, is an on-campus facility that provides a supervised tutoring environment, including support from professors, to any student enrolled in college preparatory or gateway mathematics courses. The AF Math Lab is designed for computer-assisted as well as one-to-one tutorials.

The TJC Writing Lab

The Writing Lab, located in J1108, is an on-campus facility that provides a supervised tutoring environment via one hour, one-to-one tutorials to any student regardless of type of written assignment or field of study. Writing tutors assist students at all stages of the writing process from brainstorming and paragraph development to grammar and documenting sources.



Continuing Studies

The Tyler Junior College focus is providing a comprehensive collegiate experience that is achieved in the rich traditions of a quality education, vibrant campus life and community service. The vision is to become the region's premier comprehensive community college, recognized internationally for its academic and work force programs, student life and community engagement. To this end, the School of Continuing Studies was conceived and is committed.

The School of Continuing Studies is headquartered at the Tyler Junior College **Regional Training and Development Complex (RTDC)** located on TJC's **West Campus** at 1530 SSW Loop 323 in Tyler. Continuing Studies is devoted to offering critically-needed training leading to immediate employment according to the needs of business, industry and governmental agencies. Instruction at the RTDC lends itself to quick startup training for workers to improve deficient basic academic skills and condensed block-time classes, rather than the traditional semester schedule. Additionally, Continuing Studies at the West Campus RTDC offers services such as on-site registration and fee collection, snack bar/concession area, 300-seat conference room, convenient parking and campus safety. The RTDC is the home of the Continuing Education Center, Small Business Development Center, the Tyler Area Business Incubator, the TJC Corporate Services, and the Literacy Council of Tyler. In addition, six credit technology programs—Air Conditioning and Refrigeration, Automotive Technology, Early Childhood Education, Surgical Technology, Vision Care Technology, and Welding Technology—are located at the RTDC on the West Campus.

Continuing Education Center

The Continuing Education Center is a non-credit program that offers:

1. Adult (age 16+) vocational education for individuals wanting to upgrade their present skills enabling them to explore new occupational fields.
2. Lifelong learning opportunities for individuals and groups seeking to enhance the quality of living in the community through cultural and enrichment studies by providing opportunities to explore new activities for personal growth and enjoyment. A select number of programs and activities are offered for children and senior adults including summer camps, aquatics classes, and art classes.
3. Resources for business, industry, labor, government and professional groups needing to supplement their own training and development programs. Training programs are tailor-made and, if desired, offered "in house" to meet specific job-upgrading and mobility needs of individual organizations.

Classes are offered during the day or the evening and are provided when a sufficient number of students are enrolled.

Non-credit courses are open to interested persons without regard to eligibility for admission to college-credit programs.

Tyler Junior College will award the Continuing Education Unit (CEU) to persons who participate in approved, non-credit continuing education activities administered by Tyler Junior College. One CEU is equal to 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction and qualified instruction. In selected instances, the awarding of CEU's may convert to college credit applicable toward a degree.

For more information concerning continuing education programs, contact the School of Continuing Studies online at: www2.tjc.edu/continuingstudies/.

Refund Policy

Refunds may be requested at the RTDC on the West Campus. College refund policy:

- 100% prior to the first class day or if class is cancelled by the College.
- 80% during the first class day and NONE thereafter.

Refunds will be mailed to the student's permanent address within 2–4 weeks. **Refunds will be applied to outstanding debts owed to Tyler Junior College.**

Small Business Development Center

The Small Business Development Center (SBDC) represents a partnership between the Small Business Administration and Tyler Junior College.

The SBDC serves as a focal point for linking resources of the federal, state and local governments with the resources of the educational system and the private sector. The SBDC focuses on providing in-depth quality assistance to small businesses in all areas to promote growth, expansion, innovation, increased productivity and management improvement. The overall objective of the SBDC is to further economic development through the provision of management and technical assistance to existing and prospective small businesses.

The SBDC offers free counseling, referral services and a variety of small business training programs and seminars designed for entrepreneurial, management and technical skill development. The SBDC also acts as a clearinghouse for resource information and materials to provide practical solutions to business needs and problems.

For more information, go to www.tjc.edu/sbdc/.

Tyler Area Business Incubator

The Tyler Area Business Incubator was created to enhance the success of new and expanding businesses through business counseling, employee training and various other support services. The incubator encourages the development of technology-based products or services which broaden the economic base of the area served by the College.

For more information, go to www.tjc.edu/BusinessIncubator/.

Adult Basic Education (non-credit)

The Literacy Council of Tyler, in partnership with Tyler Junior College and located at the RTDC, is dedicated to serving the adults of our area with free basic and developmental education. All adults age 17 and older are eligible to attend classes. Besides the basics of reading, writing and arithmetic, preparation for the GED (General Educational Development) examination is offered. English as a Second Language (ESL) is also taught. Classes and/or individualized instruction are available at the West Campus and other locations throughout the area, delivered by LCOT staff as well as trained literacy volunteers. In addition, Literacy Council staff members oversee operation of a grant-funded public computer lab—free to the community. There are also evening classes available in outreach centers throughout the community.

Please call 903–533–0330 for registration information. For more about this non-profit organization, see their Web site: www.lcotyler.org/.

Corporate Services

Providing innovative training solutions to the community's workforce, Corporate Services is client-focused and offers flexible delivery. From information technology instruction to healthcare and industrial training, our certified trainers deliver the quality programs businesses need to sharpen their professional skills. Corporate Services delivers programs according to a client's schedule, on campus or on site. Services include training, testing and skills assessment programs made possible by partnerships and alliances with national organizations.

Find more information at www.tjc.edu/CorporateTraining/.

Ornelas Health and Physical Education Center

The Ornelas Health and Physical Education Center, an 83,000-square-foot facility located on the TJC main campus, and a full partner in the School of Continuing Studies, offers comprehensive fitness facilities including a gymnasium, an aerobics dance studio, a weight room, racquetball courts, an aquatics area, a band hall and other physical education facilities for students, faculty and staff. In addition, a full range of recreational and fitness clinics and camps for children and youth are available to the public through the continuing education program at the center.

For more information, please call 903–510–2555 or go online to: www.tjc.edu/ohpe.

Need more info?
Visit our Web site @ www.tjc.edu or call **1–800–687–5680**

Luminant Academy

Unoccupied space on the north end of TJC's Skills Training Center was reconstructed to create **Luminant Academy**. Luminant, a subsidiary of Energy Future Holdings Corp., formerly TXU Corp., expanded the space to 24,000 square feet with the addition of a second floor. Students attending Luminant Academy classes earn continuing education hours for courses or certificates of completion from the College while being trained to work at generation, mining and construction operations for Luminant, which operates power plants in nearby Rusk and Titus counties. Luminant Academy houses 10 classrooms and office space for 10 permanent staff members. Approximately 300 students per year attend the Academy.

Distance Education

Distance learning classes are open to all students. Students are asked to complete the Online Student Orientation www.tjc.edu/de/orientation prior to enrolling in a distance education course. Each course also includes either a face-to-face or an online orientation. Further information may be obtained online www.tjc.edu/de or by e-mail ghow@tjc.edu.

The Virtual College of Texas (VCT)

Distance education courses from other Texas colleges are offered for students of TJC through the Virtual College of Texas, a statewide consortium. More than 200 courses are available through the VCT. These courses may originate from any of the 50 public college systems in the state but have the same tuition and fees, admission procedures and requirements as TJC courses. Tuition and fees are paid to TJC and VCT courses appear on students' transcripts as courses of TJC. Course exams may be completed at the TJC Testing Center, an approved high school, or other approved off-campus location. Additional information on courses offered through the Virtual College may be obtained by e-mail to ghow@tjc.edu or online at www.vct.org.

Online (Internet) Courses

An online (or Internet-based) course allows a student to take courses from any computer that has Internet access (home, work, school, library, etc.). Students access course information through Apache Access, which links to Apache Online, the TJC online learning management system (LMS). Students can easily communicate with instructors by phone or by using e-mail, discussion boards or chat.

All online courses have course orientations, some of which meet on campus. Classes typically also require proctored testing, either through the TJC Testing Center www.tjc.edu/testing or by making arrangements for a local proctor.

Hybrid Courses

A hybrid course is a course that has both an online (Internet) and in-class component. For example, TJC offers hybrid classes that meet in-class one day per week instead of two. The remainder of the class is completed online. This type of class allows students the flexibility of coming to campus only half the time they normally would. Another type of hybrid class is a hybrid lecture/lab class, which holds an in-class lab with the lecture portion of the class being delivered online. Students who are not quite sure whether an Internet course is right for them may find a hybrid class to be the perfect mix of online and in-class delivery.

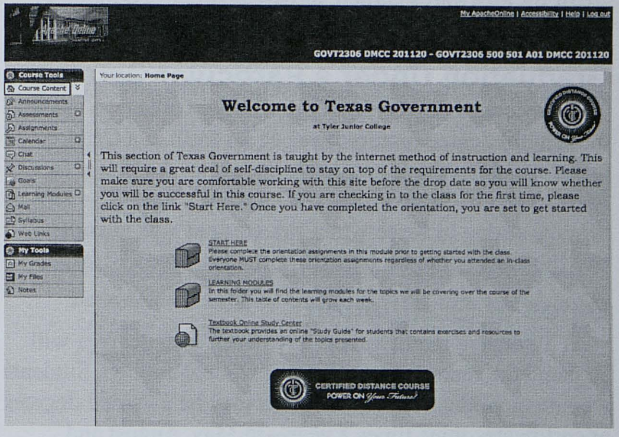
Telecourses

Instructional telecourses offer a way to receive course materials at home or in the College library over local cable or on videocassettes or DVDs. Each course includes up to 30 half-hour videos that provide information normally presented in a class lecture. Programs can be seen in four ways: video checkout from Vaughn Library; cable viewing (for Suddenlink Cable subscribers in Tyler and Whitehouse only); record at home for later viewing (for Suddenlink Cable subscribers in Tyler and Whitehouse only); and on campus, in the Vaughn Library, during regular operating hours.

College Credit for High School Students

Many participating area high schools offer "dual credit" and "early admissions" courses from TJC through distance education. Online classes and telecourses may be scheduled at any Tyler service area high school. Orientation will be held at the attendance sites during the first scheduled class. Many high schools also offer courses by two-way interactive video.

High school students qualifying for college admission (see Special Admissions in the *TJC Catalog*) may also be able to enroll directly at TJC. For more information on dual credit enrollment and early admissions, contact the Office of Dual Credit or go online to www.tjc.edu/highschool.



Degrees, Certificates and Graduation

General Graduation Requirements for all Degrees

The following general requirements must be met by all students receiving associate degrees:

1. The student must apply for a degree in the appropriate academic advising office by the published deadline.
2. The student must complete at least 60 credit hours with an average grade of at least "C" (2.0) CGPA.
3. For degree completion, at least 25 percent of the credit semester hours must be earned through instruction completed at Tyler Junior College.
4. Students must satisfy all Texas Success Initiative (TSI) requirements.

Students should check senior college requirements.

Additional Degrees

A student can earn more than one degree at Tyler Junior College using the same General Education Core with the completion at Tyler Junior College of an additional 18–20 semester hours of work to meet the degree requirements of the specific area of emphasis.

A student may not earn more than one Associate's degree per calendar year. Students may not receive a certificate at the same time as receiving an Associate of Applied Science within the same program.

Student Responsibility

Each student is responsible for seeking advice, for knowing and meeting the requirements for the degree program of his or her interest, for enrolling in courses appropriate for that degree program, and for taking courses in the proper sequence to ensure orderly and timely progress toward the degree.

Students who wish to receive a diploma or certificate and/or participate in commencement must make proper application in the appropriate academic advising office. Upon verification, students will be notified and receive credit for all awards earned, having them posted to their permanent academic records.

Graduation Under a Particular Catalog

To receive a degree from Tyler Junior College, a student must fulfill degree requirements as set forth in a Catalog under which he/she is entitled to graduate. **A student is entitled to graduate under the current Catalog or any other Catalog in force when the student was enrolled, but the Catalog must be within the last five Catalogs.**

Dates of Graduation

If all degree requirements have been met, degrees will be dated the semester in which the student applied. Students who meet graduation requirements may be awarded degrees or certificates three times a year—in May, August and December. A commencement ceremony is held at the close of the spring and fall terms.

Graduation Application Deadlines

It will be the responsibility of the student to apply for the appropriate degree or certificate for which he/she is eligible. The deadline for applying for a degree or certificate for the spring semester will be April 1. The deadline for applying for a degree or certificate at the end of summer terms will be July 1. The deadline for applying for a degree or certificate at the end of the fall semester will be November 1. Students are responsible for checking with the cashier's office to pay any outstanding charges on their accounts prior to graduation.

Academic Affairs

Under the direction of the Chief Academic Officer, the Division of Academic Affairs facilitates the excellence of teaching and learning at Tyler Junior College. The Division of Academic Affairs promotes an innovative atmosphere in higher education and provides transferable academic courses and programs, technical education, developmental education, distance education, and continuing education.

Provost Office
WASC 3rd Floor • 903–510–3203

The School of Academic Foundations
Dean's Office: Potter Hall 105; 903–510–2147

The School of Continuing Studies
Dean's Office: West Campus RTDC; 903–510–2901

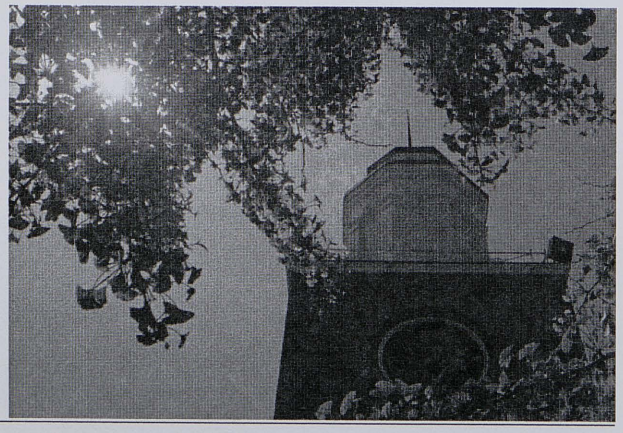
The School of Liberal Arts and Sciences
Dean's Office: Jenkins Hall 155, 903–510–2548

The School of Nursing and Health Sciences
Dean's Office: Pirtle 207; 903–510–2130

The School of Professional and Technical Programs
Dean's Office: Pirtle Technology 203; 903–510–2507

Distance Education
Director's Office: Vaughn Library; 903–510–2591

Library Services
Director's Office: Vaughn Library; 903–510–2759



Academic Programs

Students must meet with an Academic Advisor before attempting to register IF they: are new to TJC; have earned less than 12 college-level semester hours; have placement test scores indicating a need for College Preparatory coursework and non-TSI complete status; are on academic probation or suspension; have less than a 2.0 GPA; or need to change their major.

Academic Degrees

Degrees Offered at Tyler Junior College

Associate of Arts (AA)

Associate of Arts in Teaching (AAT)

Associate of Science (AS)

Associate of Applied Science (AAS)

The Associate of Arts, Associate of Arts in Teaching and Associate of Science degrees are designed for students planning to transfer course credits to a baccalaureate degree program at a college or university. The curriculum suggested in this Catalog will satisfy the requirements of most colleges and universities.

The Associate of Applied Science degree combines general liberal arts courses with specialized, technical courses.

Students should visit with an Academic Advisor to ensure that they take the correct courses for their Associate of Arts, Associate of Arts in Teaching, Associate of Science, or Associate of Applied Science degree program at Tyler Junior College in addition to the major for their chosen transfer college or university. The selection of science, math, and elective credit courses is often based on the requirements of the specific transfer college or university.

Core Curriculum and General Education Philosophy and Rationale

The Core Curriculum at Tyler Junior College provides students with a solid foundation of knowledge and skills which will assist them throughout life. The core is based upon developing competencies in oral and written communication, reading comprehension and analysis, computer usage, critical thinking, and mathematics. The core curriculum is designed to give students breadth of knowledge in the liberal arts and to promote critical thinking skills that are fundamental to higher education. In addition to the core competencies, Tyler Junior College has established five general education goals which specify knowledge and skills that students should gain from completing courses in the various component areas of the core curriculum.

Students graduating with associate degrees from Tyler Junior College will be able to:

1. Effectively acquire, express, and exchange information and opinions through the written word.
2. Effectively acquire, express, and exchange information and opinions through the spoken word.
3. Develop a proficiency in technology and computer literacy.
4. Access, evaluate, and apply information from a variety of sources and contexts.
5. Develop attributes of character, diversity and ethics.

Based upon the knowledge and skills gained through the Core Curriculum and General Education program at Tyler Junior College, students should be more prepared to be informed and productive citizens as well as lifelong learners.

Core Certificate

Students who complete the core curriculum for the AA degree, AS degree or an area of emphasis may receive a certificate of completion.

1. The core curriculum requirements for the **Associate of Arts** or **Associate of Science** degree include:

Core Component Area

Communication:
ENGL 1301 (3 credit hours); ENGL 1302 **or** 2311 (3 credit hours)†; SPCH 1311 **or** 1315 **or** 1318 **or** 1321 (3 credit hours)

Mathematics (Select one course; 3 credit hours): MATH 1314, 1316, 1324, 1325, 1332. (One additional MATH course is usually required by transfer institutions): MATH 1333, 1342, 1350, 1351, 2320, 2412, 2413, 2414, 2415

Laboratory Sciences (Select two courses; 8 credit hours): BIOL 1406, 1407, 1408, 1409, 1411, 1413, 1414, 1424, 2401, 2402, 2404, 2406, 2416, 2420, CHEM 1405, 1406, 1411, 1412, 2423, 2425; PHYS 1401, 1402, 1403, 1404, 1405, , 2425, 2426; GEOL 1401, 1403, 1404

Visual/Performing Arts (Select one course; 3 credit hours): ARTS 1301; DRAM 1310; MUSI 1306; ARTS 1303, 1304; DANC 2303; DRAM 2361, 2362; MUSI 1308, 1309

Humanities (Select one course; 3 credit hours): ENGL 2322, 2323, 2327, 2328, 2332, 2333, 2341; HIST 2311, 2312; HUMA 1301, 1302; PHIL 1301, 1304, 2306; FREN 2312; SPAN 2312

Social/Behavioral Science:
GOVT 2305 and 2306 (6 credit hours)**; HIST 1301 and 1302 **or** 2301 (6 credit hours); (Select one course; 3 credit hours): COMM 1307; ECON 2301, 2302; GEOG 1303; PSYC 2301, 2302, 2314; SOCI 1301, 1306, 2301

Institutional Designated Option (Select one course; 3 credit hours): AGRI 1309; BCIS 1405; COSC 1301; ENGR 2304

Core Total: 44 credit hours

** *Students transferring six hours of Government from out-of-state must take GOVT 2107.*

† *Students should choose ENGL 1302 or 2311 based on senior college requirements.*

2. Complete courses listed in one of the areas of emphasis.

Students who intend to transfer to a university and seek the baccalaureate degree should consult with their advisor, inquire about the receiving university's course requirements, and develop a degree plan accordingly.

Work with the academic advisor for your major to request any course substitutions needed for your senior institution or associate degree plan. Course waivers/ substitutions must be approved by the appropriate department chair and instructional dean.

Some degrees do not require completion of the core. Fields of study supplant core requirements.

Field of Study Curriculum

Field of study curriculum, mandated in the Senate Bill 148 of the 75th Texas Legislature (1997), facilitates free transferability of lower-division academic courses among Texas public colleges and universities. Field of study curricula are defined by SB 148 as "a set of courses that will satisfy the lower-division requirements for a bachelor's degree in a specific academic area at a general academic teaching institution." The Texas Higher Education Coordinating Board is responsible for developing and approving academic courses that fulfill the lower-division requirements for majors that correspond to the field of study.

Students who successfully complete a Tyler Junior College field of study curriculum can transfer that block of courses to any Texas public college or university. The field of study curriculum is substituted for that institution's lower-division requirements of the degree program for the field of study into which the students transfer. The students receive full academic credit toward the degree program of the block of courses transferred. Course substitutions cannot be made in a "field of study" curriculum. Students who transfer without completing the TJC field of study curriculum receive academic credit for their coursework but must complete the transfer institution's field of study requirements.

TJC offers the following Coordinating Board approved fields of study: Associate of Arts in Teaching, Business, Communications, Computer Science, Criminal Justice, Engineering, and Music.

Voluntary Mechanical Engineering Transfer Compact

The Voluntary Mechanical Engineering Transfer Compact is an agreement among institutions of higher education within the State of Texas. Its purpose is to foster enhanced transfer processes for students pursuing a bachelor's degree in mechanical engineering, and to increase the number and preparedness of students matriculating from a two-year mechanical engineering pre-engineering program (PMENG) at community colleges into a baccalaureate mechanical engineering program (BSMENG) at four-year universities. The intention of this transfer compact is not to change the curriculum of a four-year institution. The intention of this agreement is to provide guidance to students with respect to what courses offer the best mechanism for obtaining a BSMENG degree.

Transfer Programs (2+2): TJC to UT Tyler

The University of Texas at Tyler and Tyler Junior College are committed to 2+2 programs, identifying specific courses to be completed at TJC that provide a seamless transition to an additional two years of coursework at UT Tyler and the successful completion of a baccalaureate degree. Both colleges expect approval of 2+2 programs in art, art history, biology, business, chemistry, education, engineering, health and kinesiology, nursing, and surveying.

Check with your Academic Advisor or the Transfer Center in Jenkins Hall for information on how a 2+2 opportunity can help you attain your education goal.

Areas of Emphasis for Degrees and Certificates

Listed here are the **"areas of emphasis"** for specific degrees and certificates available from Tyler Junior College with their ***suggested*** curriculum plans detailed on the pages following (in alphabetical order by the named area of emphasis). Students are strongly encouraged to seek advisement for course planning from their Academic Advisor or Faculty Advisor. Since senior college requirements differ, Tyler Junior College recommends that all students who plan to transfer check with their senior college regarding transferability of particular classes into degree requirements.

The final responsibility for the selection, scheduling, and satisfactory completion of degree or certificate requirements rests with the student.

Associate of Arts Degrees

Areas of emphasis within the Associate of Arts degree are as follows:

Art

Business – *Field of Study*

Communications – *Fields of Study*
– Advertising/Public Relations
– Journalism/Mass Communication
– Radio & Television Broadcasting/Broadcast Journalism
– Speech

Criminal Justice – *Field of Study*

Dance

Economics

Foreign Language

General Studies

Government

History

Liberal Arts

Music – *Field of Study*

Musical Theatre
Psychology
Social Work
Sociology
Theatre

Associate of Arts in Teaching Degrees - Field of Study

Areas of emphasis within the Associate of Arts in Teaching degree are as follows:

EC – 6/4 – 8 Grade Levels; EC–12 Special Education
8 – 12 Grade Levels

Associate of Science Degrees

Areas of emphasis within the Associate of Science degree are as follows:

Agriculture
Biology
Chemistry
Computer Science – *Field of Study*
Engineering
– *Field of Study*
– Mechanical
Environmental Science
General Studies
Geology
Health and Kinesiology
– Athletic Training
– Health Studies
– Kinesiology
– Outdoor Leadership
Horticulture
Mathematics
Physics

Associate of Applied Science Degrees

Tyler Junior College offers the AAS degree to students completing required courses in the following programs:

Automotive Technology
Business Management
Child Development/Early Childhood
Computer Information Systems
– System Administration
– WAN Technology
Criminal Justice
– Law Enforcement Investigations
Dental Hygiene
Diagnostic Medical Sonography
Emergency Medical Service Professions
Engineering Design Technology
– Engineering Design Technology
– Process Piping Design
Fire Protection Technology
Game and Simulation Development
– Graphics
– Programming
Graphic Design/Photography
Health Information Technology
Heating, Air Conditioning and Refrigeration Technology
Human Services:
Addiction Counselor Training Program
(Substance Abuse Counseling)
Medical Laboratory Technology
Medical Office Management
Nursing
– Associate Degree Nursing (ADN)
– LVN–ADN Transition
Paralegal
Power Plant Technology**
Professional Tennis Management
Public Administration
Radiologic Technology
Respiratory Care
Sign Language Interpreting
Surgical Technology
Surveying and Mapping Technology
Vision Care Technology
Welding Technology

Allied health students must contact the department chair or Academic Advisor for specific application information and deadlines. See the Special Admissions and/or Selective Admissions sections of this *Catalog.*

General Education Courses

Every Associate of Applied Science degree plan must contain 15 semester hours of general education courses. At least one course must be taken from each of the following areas: humanities/fine arts, social/behavioral science, and natural science/mathematics.

Certificate Options

Automotive Technology
– General Service Technician
– Advanced Service Technician
Business Management
– Bookkeeping
Child Development/Early Childhood
– Administrator's Credential
– Infant and Toddler Caregiver
– Preschool Teaching
– Child Development/Early Childhood
– Marketable Skills Achievement Award/The Early Childhood Professional

Computer Information Systems
– Desktop Support Technician
– System Administration
– WAN Technology (2)

Diagnostic Medical Sonography
–Advanced Certification*

Emergency Medical Service Professions
– EMSP Basic*
– EMSP Intermediate*
– Paramedic*

Engineering Design Technology
– Computer-Aided Drafting

Fire Protection
– Level I
– Level II

Game and Simulation Development
– Game Design

Graphic Design/Photography
– Graphic Design
– Photography

Heating, Air Conditioning and Refrigeration
– Air Conditioning
– Commercial Refrigeration

Medical Office Management
– Medical Insurance Coding Specialist
– Medical Office Management

Nursing (VNE) – Vocational Nurse Education*

Power Plant Technology**

Professional Tennis Management

Public Administration
– Public Administration
– Marketable Skills Achievement Award in Public Administration
– Marketable Skills Achievement Award in Public Administration Leadership

Sign Language Interpreting
– Sign Language Interpreting
– ASL Skills

Surgical Technology*

Surveying and Mapping Technology

Vision Care Technology*

Welding Technology
– Entry Level
– Advanced Level

**In these health science programs, Certificates of Proficiency will only be awarded provided each required course is completed with a minimum grade of "C."*

*** Pending SACS approval*

It is the students' responsibility to make sure the classes listed in their specific degree plan will transfer to the receiving institution. If not, then schedule an appointment with the Academic Advising office team at Tyler Junior College.

Remember: For the best class selection & to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu/apacheaccess.

Final (walk-in) Registration is subject to limited class selection & the Final Registration fee.

For more details, see the latest *Student Guide to Rights & Responsiblities ...* **in print OR online at www.tjc.edu.**

Degree/ Certificate Plans

Agriculture

Associate of Science

Employment in the agricultural industry is varied. Opportunities exist in production, sales/marketing, education and outreach, and technology. The TJC Department of Life Sciences and Agriculture offers an Associate of Science degree in agriculture. This degree is designed primarily for students planning on transferring to a senior college or university to receive a baccalaureate degree in the following general areas: animal science, agriculture development, agronomy, horticulture, agribusiness, and agricultural machinery/technology. TJC course offerings include the basic introductory agriculture classes that are generally considered core agriculture classes at the university level. Students are encouraged to visit with an advisor to ensure the best combination of courses to fit their career goals.

First Year

Semester I

ENGL 1301 Composition I
Institutional Option (AGRI 1309 recommended)
HIST 1301 United States History I
Agriculture Elective (3 Hours)
MATH 1314 College Algebra

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Agriculture Elective (3 Hours)
Visual/Performing Arts
Elective (additional MATH course suggested) 3 hours

Second Year

Semester III

GOVT 2305 Federal Government
BIOL Laboratory Science
Agriculture Elective (4 Hours)
SPCH 1311, 1315, 1318 or 1321
Humanities (ENGL 2332 or 2333 recommended)

Semester IV

GOVT 2306 Texas Government
BIOL Laboratory Science
Agriculture Elective (4 Hours)
Social/Behavioral Science

Total Semester Hours—61

Art

Associate of Arts

The Associate of Arts degree with an emphasis in art provides the first two years of a liberal arts education and prepares the student with a sound artistic foundation required to successfully pursue an art degree at an upper-level institution.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
ARTS 1311 Design I
ARTS 1316 Drawing I

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
ARTS 1312 Design II (3 Dimensional Design)
Art Elective (ARTS 1317, 2316, 2326, 2333 or 2346 recommended)

Second Year

Semester III

Institutional Option
GOVT 2305 Federal Government
Humanities
College-Level Mathematics Elective
Art Elective (ARTS 1303 Art History I recommended)

Semester IV

GOVT 2306 Texas Government
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
Social/Behavioral Science
ARTS 1301 Art Appreciation
Art Elective (ARTS 1304 Art History II recommended)

Total Semester Hours—62

Automotive Technology

Associate of Applied Science †

Automotive program courses will enable the participant to seek employment as an entry-level technician.

The curriculum is designed to meet and/or exceed National Automotive Technicians Education Foundation (NATEF) standards. The program prepares the successful student to achieve ASE certification.

This is a specialized admissions program. Please see an academic advisor, program professor, or the department chair for details.

First Year

Semester I

AUMT 1253 Theory of Automotive Electrical Systems
AUMT 1307 Automotive Electrical Systems Lab
AUMT 1257 Theory of Automotive Brake Systems
AUMT 1310 Automotive Brake Systems Lab
ENGL 1301 Composition I
Social/Behavioral Science Elective

Semester II

AUMT 2215 Theory of Automotive Engine Performance Analysis I
AUMT 2317 Automotive Engine Performance Analysis I Lab
AUMT 2231 Theory of Automotive Engine Performance Analysis II
AUMT 2334 Automotive Engine Performance Analysis II Lab
SPCH 1321 Business & Professional Communication
College-Level Mathematics Elective

Summer Session I

AUMT 1213 Theory of Automotive Suspension and Steering Systems
AUMT 1316 Automotive Suspension & Steering Systems Lab

Summer Session II

AUMT 2307 Hybrid Systems Diagnostics

Second Year

Semester III

AUMT 2209 Theory of Automotive Drive Train and Axle
AUMT 2313 Automotive Drive Train and Axles Lab
AUMT 2223 Theory of Automotive Automatic Transmission and Transaxle
AUMT 2325 Automotive Automatic Transmission and Transaxle Lab
Humanities/Fine Arts Elective

Semester IV

AUMT 2205 Theory of Automotive Engine Repair
AUMT 1319 Automotive Engine Repair Lab
AUMT 1241 Theory of Automotive Climate Control Systems
AUMT 1345 Automotive Climate Control Systems Lab
COSC 1301 Introduction to Computing

Summer Session I

AUMT 1380 Cooperative Education—Automobile/Automotive Mechanics Technology/Technician (Capstone)

Total Semester Hours—69

Courses titled in **bold type** represent general education requirements.

†For automotive technology degree/certificate programs, NOTE:

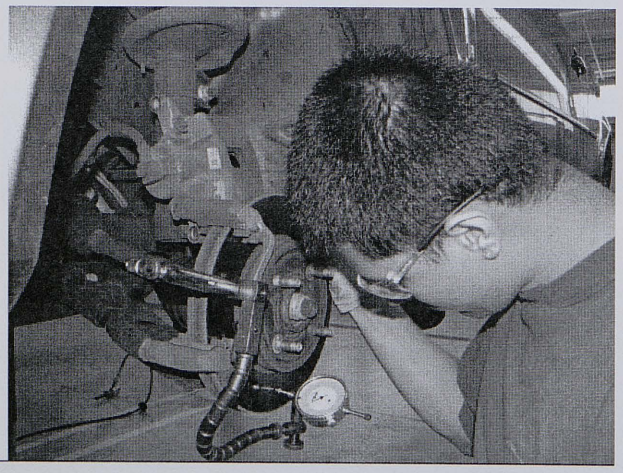
Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for mechanical comprehension and reading.

All new students are required to attend automotive orientation.

Department-specific courses must be taken in sequence and may have a prerequisite course.

Exceptions must be approved in writing by the department chair.

Students are required to furnish their own tools. (See an academic advisor, program professor, or the department chair for required tool list.)



Automotive Technology
General Service Technician†

Certificate of Proficiency

This is a specialized admissions program. Please see an academic advisor, program professor, or the department chair for details.

Semester I

AUMT 1253 Theory of Automotive Electrical Systems
AUMT 1307 Automotive Electrical Systems Lab
AUMT 1257 Theory of Automotive Brake Systems
AUMT 1310 Automotive Brake Systems Lab

Semester II

AUMT 2215 Theory of Automotive Engine Performance Analysis I
AUMT 2317 Automotive Engine Performance Analysis I Lab
AUMT 2231 Theory of Automotive Engine Performance Analysis II
AUMT 2334 Automotive Engine Performance Analysis II Lab

Summer Session I

AUMT 1213 Theory of Automotive Suspension and Steering Systems
AUMT 1316 Automotive Suspension & Steering Systems Lab

Summer Session II

AUMT 2307 Hybrid Systems Diagnostics

Total Semester Hours—28

† For automotive technology degree/certificate programs, NOTE:

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for mechanical comprehension and reading.

All new students are required to attend automotive orientation.

Department-specific courses must be taken in sequence and may have a prerequisite course.

Exceptions must be approved in writing by the department chair.

Students are required to furnish their own tools. (See an academic advisor, program professor, or the department chair for required tool list.)

Visit the TJC Web site @ www.tjc.edu

Automotive Technology
Advanced Service Technician†

Certificate of Proficiency

This is a specialized admissions program. Please see an academic advisor, program professor, or the department chair for details.

The General Service Technician Certificate is required for entering the Advanced Service Technician Certificate program.

Semester I

AUMT 2209 Theory of Automotive Drive Train and Axle
AUMT 2313 Automotive Drive Train and Axles Lab
AUMT 2223 Theory of Automotive Automatic Transmission and Transaxle
AUMT 2325 Automotive Automatic Transmission and Transaxle Lab

Semester II

AUMT 2205 Theory of Automotive Engine Repair
AUMT 1319 Automotive Engine Repair Lab
AUMT 1241 Theory of Automotive Climate Control Systems
AUMT 1345 Automotive Climate Control Systems Lab

Total Semester Hours—20

† For automotive technology degree/certificate programs, NOTE:

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for mechanical comprehension and reading.

All new students are required to attend automotive orientation.

Department-specific courses must be taken in sequence and may have a prerequisite course.

Exceptions must be approved in writing by the department chair.

Students are required to furnish their own tools. (See an academic advisor, program professor, or the department chair for required tool list.)

***Remember*: For the best class selection & to save time, REGISTER ONLINE, not in line.**

Regular (early) Registration is now done ONLINE from www.tjc.edu/apacheaccess.

Final (walk-in) Registration is subject to limited class selection & the Final Registration fee.

For more details, see the latest *Student Guide to Rights & Responsiblities ...* in print OR online at www.tjc.edu.

Biology

Associate of Science

The Associate of Science degree in biology is intended to provide students with the first two years of college biology education. The area of emphasis is suitable for students interested in these health-related curricula: pre-chiropractic, pre-dentistry, pre-med, pre-occupational therapy, pre-physical therapy, pre-physician assistant, and pre-veterinary. Students interested in one of these pre-professional areas are encouraged to meet with a TJC academic advisor and an advisor at their intended transfer institution to review course requirements and customize their degree plan accordingly. To receive an Associate of Science degree in biology, the student must (a) make a minimum grade of "C" in all required math and science courses, and (b) have an overall GPA of 2.0 or greater.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
BIOL 1406 Biology for Science Majors I (F)
CHEM 1411 General Chemistry I
MATH 1314 College Algebra

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
BIOL 1407 Biology for Science Majors II (S)
CHEM 1412 General Chemistry II
MATH 2412 Pre-Calculus Math

Second Year

Semester III

Social/Behavioral Science
PHYS 1401 College Physics I
GOVT 2305 Federal Government
Humanities (ENGL 2332 or 2333 recommended)
SPCH 1311, 1315, 1318 or 1321

Semester IV

PHYS 1402 College Physics II
GOVT 2306 Texas Government
Institutional Option
Visual/Performing Arts

Total Semester Hours—64

Business

Associate of Arts — Field of Study

The Associate of Arts degree with an emphasis in business prepares students for transfer to colleges and universities that offer bachelor's degrees in specialized areas within the field. Students interested in careers in accounting, business administration, finance, international business, management or marketing should follow this curriculum. Introductory coursework in accounting, economics, and information systems will be completed to provide the foundation for specialized business study later (in the BBA degree).

First Year

Semester I

SPCH 1315 Public Speaking ***OR***
SPCH 1321 Business & Professional Communication
ENGL 1301 Composition I
HIST 1301 United States History I
MATH 1324 Mathematics for Business & Social Sciences I
Laboratory Science

Semester II

BCIS 1405 Business Computer Applications
ENGL 1302 Composition II
HIST 1302 United States History II
MATH 1325 Mathematics for Business and Social Sciences II
Laboratory Science

Second Year

Semester III

ACCT 2401 Principles of Accounting I—Financial
ECON 2301 Principles of Macroeconomics
GOVT 2305 Federal Government
Humanities (ENGL 2332 or 2333 suggested)

Semester IV

ACCT 2402 Principles of Accounting II—Managerial
ECON 2302 Principles of Microeconomics
GOVT 2306 Texas Government
MATH 1342 Elementary Statistical Methods*

Total Semester Hours—62

**BUSI 1301, Business Principles, is a recommended elective for general studies students considering business as a major and gives a good introduction to and overview of the field of business. It is not a required course for transfer by all senior colleges and universities.*

Business Management

Associate of Applied Science

This program is designed for the individual who wishes to establish a firm educational foundation in the area of general business and management. The curriculum is an applied and practical course of study that meets the requirements of students preparing for careers in business and management, as well as the needs of returning students who wish to update or acquire new management skills.

Students who successfully complete the two-year program are eligible for the Associate of Applied Science degree in business management.

Semester I

BUSI 1301 Business Principles
ACNT 1303 Introduction to Accounting I
BMGT 1327 Principles of Management
BCIS 1405 Business Computer Applications
ENGL 1301 Composition I

Semester II

BUSG 1304 Introduction to Financial Advising
HRPO 2307 Organizational Behavior
MRKG 1311 Principles of Marketing
ACNT 1311 Introduction to Computerized Accounting
ENGL 2311 Technical & Business Writing*

Second Year

Semester III

BUSG 2309 Small Business Management/ Entrepreneurship
BMGT 2310 Financial Management
HRPO 2301 Human Resources Management
BMGT 2309 Leadership
MATH 1314 College Algebra

Semester IV

BMGT 1341 Business Ethics
BMGT 2341 Strategic Management (Capstone)
ECON 2302 Principles of Economics II–Micro
SPCH 1321 Business & Professional Communication
Humanities/Fine Arts Elective

Total Semester Hours— 61

Courses titled in **bold type** represent general education courses.

**Human Resource Development majors should take ENGL 1302.*

Business Management

Bookkeeping

Certificate of Proficiency

Semester I

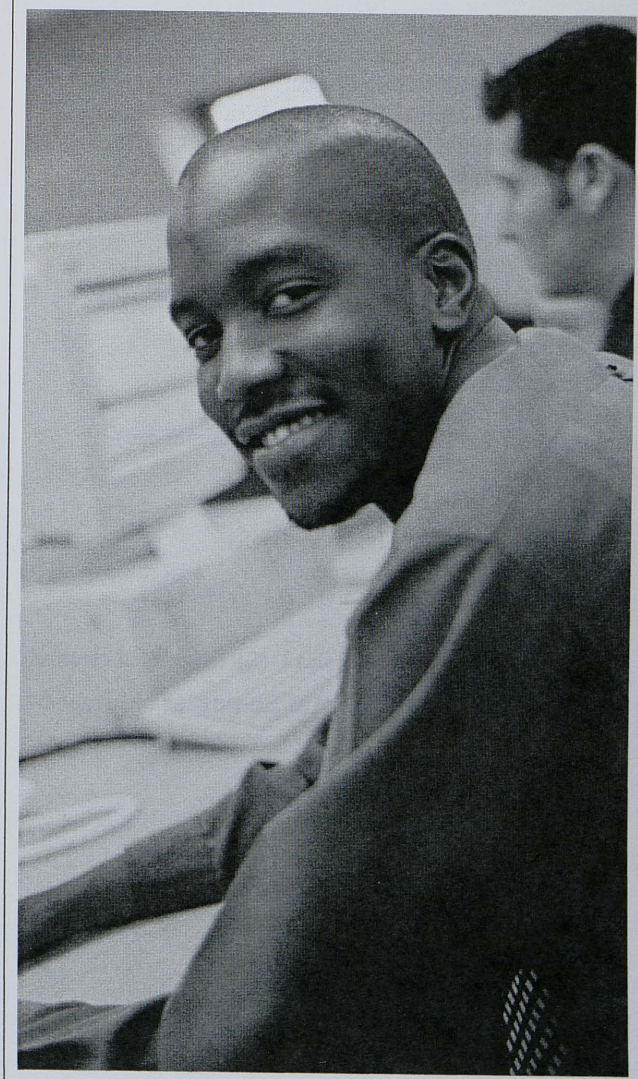
ACNT 1303 Introduction to Accounting I
BCIS 1405 Business Computer Applications
HRPO 2307 Organizational Behavior

Semester II

ACNT 1304 Introduction to Accounting II (S)
ACNT 1329 Payroll and Business Tax Accounting (S)
ACNT 1311 Introduction to Computerized Accounting (Capstone)

Total Semester Hours—19

(F)=Fall only; (S)=Spring only.



Chemistry

Associate of Science

The Associate of Science degree in chemistry is intended to provide students with the first two years of college education needed to complete a bachelor's degree in this field. Students with a weak background in chemistry or math should consider taking Introductory Chemistry I (CHEM 1406) prior to enrolling in General Chemistry I (CHEM 1411). Students without a physics background are also encouraged to take College Physics I (PHYS 1401) prior to enrolling in University Physics I (PHYS 2425).

Chemical engineering majors should refer to the TJC Associate of Science degree plan for engineering majors, but substitute CHEM 2423 & CHEM 2425 for ENGR 2301 & ENGR 2302.

First Year

Semester I

CHEM 1411 General Chemistry I
ENGL 1301 Composition I
HIST 1301 United States History I
Institutional Option (COSC 1301 recommended)

Semester II

CHEM 1412 General Chemistry II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
MATH 2413 Calculus I
Social/Behavioral Science

Second Year

Semester III

CHEM 2423 Organic Chemistry I (F)
GOVT 2305 Federal Government
MATH 2414 Calculus II
Humanities (ENGL 2332 or 2333 recommended)
Visual/Performing Arts

Semester IV

CHEM 2425 Organic Chemistry II (S)
GOVT 2306 Texas Government
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321 (1321 recommended)
PHYS 2425 University Physics I (S) (suggested elective)

Total Semester Hours—61

(F)=Fall only; (S)=Spring only.

Child Development/Early Childhood*

Associate of Applied Science

The child development/early childhood education program at Tyler Junior College is intended to provide special training and support services for adults who are interested in the early education and care of young children. The program focuses on the practical application of current theory and knowledge in the field of child development and early childhood education. A positive outcome of such experiences is an early childhood professional who is capable of providing a safe and nurturing environment that promotes physical, social, emotional, and cognitive development of young children. The two-year Associate of Applied Science degree and Certificate of Proficiency programs offered at Tyler Junior College prepare an individual to be a lead teacher and/or a director of quality early care and education programs. The AAS degree program also provides a foundation for students who desire to pursue further education in the fields of Child Development, Family Studies and Human Development. The Administrator's Credential, Preschool Teaching Certificate, and the Infant and Toddler Caregiver Certificate programs are designed to provide basic skills and knowledge necessary to obtain employment in the early care and education field.

This program is located on the TJC West Campus. Students are responsible for transportation.

First Year

Semester I

CDEC 1311 Educating Young Children
CDEC 1354 Child Growth and Development
CDEC 1313 Curriculum Resources for Early Childhood Programs
CDEC 2326 Administration of Programs for Children I
CDEC 1319 Child Guidance

Semester II

CDEC 1303 Families, School & Community
CDEC 1318 Wellness of the Young Child
CDEC 1356 Emergent Literacy for Early Childhood
CDEC Elective
CDEC Elective

Summer I or Summer II

COSC 1301 Introduction to Computing

Continues on following page.

Can't Find It?
Check the appendix pages in the back of this *Catalog*.

Second Year

Semester III

CDEC 1359 Children with Special Needs
MATH 1314 College Algebra
PSYC 2301 General Psychology
BUSG 2309 Small Business Management
BIOL 1411 General Botany *OR*
GEOL 1403 Physical Geology

Semester IV

Humanities/Fine Arts Elective
ENGL 1301 Composition I
CDEC 2384 Cooperative Education—Child Development (Capstone)
Speech Elective

Total Semester Hours—61

Course titles in **bold type** represent general education courses.
Approved CDEC Electives: CDEC 1321, 1393, 2328, or 2374.

Stephen F. Austin State University and Tyler Junior College child development/early childhood have an articulated agreement to allow students to acquire a Bachelor of Child and Family Development degree. Tyler Junior College will deliver lower-level courses while Stephen F. Austin State University will deliver upper-level courses, including at least six hours of the minor in Human Sciences. Students wishing to transfer must meet Stephen F. Austin State University admission requirements.

The University of Texas at Tyler will accept EDUC 1301 and EDUC 2301 into its EC-6 Certification. Students wishing to transfer to any College or University should secure a degree plan from the institution.

***Note: Students enrolling in the child development/early childhood program will be subject to a background check.**

Child Development/Early Childhood

Child Development/Early Childhood*

Certificate of Proficiency

This program is located on the TJC West Campus. Students are responsible for transportation.

Semester I

CDEC 1311 Educating Young Children
CDEC 1354 Child Growth and Development
CDEC 1313 Curriculum Resources for Early Childhood Programs
CDEC 2326 Administration of Programs for Children I
CDEC 1319 Child Guidance

Semester II

CDEC 1303 Families, School & Community
CDEC 1318 Wellness of the Young Child
CDEC 1356 Emergent Literacy for Early Childhood
CDEC Elective
CDEC 2384 Cooperative Education—Child Development (Capstone)

Summer Session I

PSYC 2301 General Psychology
COSC 1301 Introduction to Computing

Total Semester Hours—36

Approved CDEC Electives: CDEC 1321, 1393, 2328, or 2374.

***Note: Students enrolling in the child development/early childhood program will be subject to a background check.**

Child Development/Early Childhood
Administrator's Credential*

Certificate of Proficiency

This program is located on the TJC West Campus. Students are responsible for transportation.

Semester I

CDEC 1311 Educating Young Children
CDEC 1313 Curriculum Resources for Early Childhood Programs
CDEC 2326 Administration of Programs for Children I
CDEC 1319 Child Guidance

Semester II

CDEC 1318 Wellness of the Young Child
CDEC 1303 Families, School & Community
CDEC 2328 Administration of Programs for Children II (Capstone)
CDEC 1356 Emergent Literacy for Early Childhood

Total Semester Hours—24

***Note: Students enrolling in the child development/early childhood program will be subject to a background check.**

Child Development/Early Childhood
Infant and Toddler Caregiver*

Certificate of Proficiency

This program is located on the TJC West Campus. Students are responsible for transportation.

Semester I

CDEC 1311 Educating Young Children
CDEC 1313 Curriculum Resources for Early Childhood Programs
CDEC 2326 Administration of Programs for Children I
CDEC 1319 Child Guidance

Semester II

CDEC 1303 Families, School & Community
CDEC 1321 The Infant and Toddler (Capstone)
CDEC 1356 Emergent Literacy for Early Childhood

Total Semester Hours—21

***Note: Students enrolling in the child development/early childhood program will be subject to a background check.**

Child Development/Early Childhood
Preschool Teaching*

Certificate of Proficiency

This program is located on the TJC West Campus. Students are responsible for transportation.

Semester I

CDEC 1311 Educating Young Children
CDEC 1313 Curriculum Resources for Early Childhood Programs
CDEC 2326 Administration of Programs for Children I
CDEC 1319 Child Guidance

Semester II

CDEC 1303 Families, School & Community
CDEC 2374 Preschool Children: Learning Environments, Activities and Materials (Capstone)
CDEC 1356 Emergent Literacy for Early Childhood

Total Semester Hours—21

***Note: Students enrolling in the child development/early childhood program will be subject to a background check.**

Child Development/Early Childhood
The Early Childhood Professional*

Marketable Skills Achievement Award

This program is located on the TJC West Campus. Students are responsible for transportation.

Semester I

CDEC 1311 Educating Young Children
CDEC 1354 Child Growth and Development
CDEC 1356 Emergent Literacy for Early Childhood
CDEC 1393 Special Topics in Early Childhood Education and Teaching

Total Semester Hours - 12

***Note: Students enrolling in the child development/early childhood program will be subject to a background check.**

Numbering of Courses

The four-letter prefix will be used to identify subject areas as follows:

1st digit:	Identifies level 0—developmental, 1—freshman 2—sophomore
2nd digit:	Identifies credit hour value
3rd digit:	Establishes course sequence.
4th digit:	Establishes course sequence.

Remember: For the best class selection & to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu/apacheaccess.

Final (walk-in) Registration is subject to limited class selection & the Final Registration fee.

For more details, see the latest *Student Guide to Rights & Responsiblities ...* in print OR online at www.tjc.edu.

Communications
Advertising/Public Relations

Associate of Arts — Field of Study

The Associate of Arts degree provides students with the first two years of liberal arts education with an emphasis on advertising/public relations.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
MATH 1314 College Algebra
COMM 1307 Introduction to Mass Communication

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Visual/Performing Arts
COMM 2301 Introduction to Technology and Human Communication

Second Year

Semester III
Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
MATH 1342 Elementary Statistical Methods
SPCH 1311, 1315, 1318 ***OR*** 1321
COMM 2311 News Gathering & Writing I with 1129 Lab

Semester IV
Social/Behavioral Science
GOVT 2306 Texas Government
COMM 2327 Introduction to Advertising (S) ***OR***
COMM 2330 Introduction to Public Relations (F)
COMM 2315 News Gathering and Writing II with 1130 Lab

Total Semester Hours—61

Note: An internship (COMM 2289) is recommended in the summer to provide hands-on learning in the student's specific field of study.

(F)=Fall only; (S)=Spring only

Communications
Journalism/Mass Communication

Associate of Arts — Field of Study

The Associate of Arts degree provides students with the first two years of a liberal arts education with an emphasis on journalism.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
MATH 1314 College Algebra
COMM 1307 Introduction to Mass Communication

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Visual/Performing Arts
COMM 2301 Introduction to Technology and Human Communication

Second Year

Semester III
Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
MATH 1342 Elementary Statistical Methods
COMM 2311 News Gathering & Writing I with 1129 Lab
COMM 1316 News Photography I (F)

Semester IV
Social/Behavioral Science
GOVT 2306 Texas Government
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
COMM 2315 News Gathering & Writing II with 1130 Lab

Total Semester Hours—61

Note: An internship (COMM 2289) is recommended in the summer to provide hands-on learning in the student's specific field of study.

(F)=Fall only; (S)=Spring only

Communications
Radio & Television Broadcasting/ Broadcast Journalism

Associate of Arts — Field of Study

The Associate of Arts degree provides students with the first two years of a liberal arts education with an emphasis on radio and television broadcasting/broadcast journalism.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
MATH 1314 College Algebra
COMM 1307 Introduction to Mass Communication

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
COMM 2311 News Gathering & Writing I with 1129 Lab

Second Year

Semester III
Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
MATH 1342 Elementary Statistical Methods
COMM Elective (COMM 2315 with 1130 suggested)
COMM 2301 Introduction to Technology and Human Communication

Semester IV
Social/Behavioral Science
Visual/Performing Arts
GOVT 2306 Texas Government
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
COMM 2339 Writing for Radio, TV & Film with 2120 Lab

Total Semester Hours—61

Note: An internship (COMM 2289) is recommended in the summer to provide hands-on learning in the student's specific field of study.

(F)=Fall only; (S)=Spring only

Communications
Speech

Associate of Arts — Field of Study

The Associate of Arts degree provides students with the first two years of a liberal arts education with an emphasis in speech.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
College-Level Mathematics Elective
SPCH 1321, 2341, ***OR*** 1315

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Visual/Performing Arts
SPCH 1342 Voice & Diction
SPCH Forensic Activities
(SPCH 1144, 1145, 2144, ***OR*** 2145)

Second Year

Semester III
Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
COSC 1301 Introduction to Computing ***OR***
BCIS 1405 Business Computer Applications
SPCH 2333, 1318 ***OR*** 1311
Speech Elective

Semester IV
GOVT 2306 Texas Government
Social/Behavioral Science
SPCH 2301 Introduction to Technology and Human Communication
Speech Elective

Total Semester Hours—60

Computer Information Systems
System Administration

(Formerly Network Administration)

Associate of Applied Science

The College provides students with both entry and advanced computer skills and a continued path of education to meet current and future job responsibilities. Computer information systems offers high-quality instruction in current networking technology, current generation hardware, and state-of-the-art software in several specialization options. These options include general computer skills, networking technologies [which provides industry-certified training (Microsoft and Cisco Systems) in computer networks] and information systems technical support.

The department also conducts the four computer science courses in the computer science field of study for students planning to pursue a Bachelor of Computer Science degree at a higher-education institution in Texas.

First Year

Semester I

COSC 1301 Introduction to Computing
ITSC 1305 Introduction to PC Operating Systems
ITMT 1300 Implementing and Supporting Microsoft Windows XP Professional
ITNW 1325 Fundamentals of Network Technologies
CPMT 1411 Introduction to Computer Maintenance

Semester II

ITMT 1371 Installing and Configuring Windows 7
ITMT 1372 Enterprise Desktop Support Technician
CETT 1407 Fundamentals of Electronics
EECT 1300 Technical Customer Service
3-hour College-Level Mathematics Elective

Second Year

Semester III

ITMT 2302 Windows Server 2008 Active Directory
ITMT 2301 Windows Server 2008 Network Infrastructure Configuration
ITSE 1359 Introduction to Scripting Languages
ENGL 1301 Composition I
Social/Behavioral Science Elective

Semester IV

ITMT 2351 Windows Server 2008: Server Administrator
ITNW 2354 Internet/Intranet Server (Capstone Course)
ITSY 1300 Fundamentals of Information Security
SPCH 1321 Business & Professional Communication
Humanities/Fine Arts Elective

Total Semester Hours—62

Courses titled in **bold type** represent general education requirements.

Computer Information Systems
System Administration

(Formerly Network Administration)

Certificate of Proficiency

First Year

Semester I

ITSC 1305 Introduction to PC Operating Systems
ITMT 1300 Implementing and Supporting Windows XP Professional
ITNW 1325 Fundamentals of Networking Technologies

Semester II

ITMT 1371 Installing and Configuring Windows 7
ITMT 1372 Enterprise Desktop Support Technician

Second Year

Semester III

ITMT 2302 Windows Server 2008 Active Directory
ITMT 2301 Windows Server 2008 Network Infrastructure Configuration
ITSE 1359 Introduction to Scripting Languages

Semester IV

ITMT 2351 Windows Server 2008: Server Administrator
ITNW 2354 Internet/Intranet Server (Capstone Course)
EECT 1300 Technical Customer Support

Total Semester Hours—33

***Remember*: For the best class selection & to save time, REGISTER ONLINE, not in line.**

Regular (early) Registration is now done ONLINE from www.tjc.edu/apacheaccess.

Final (walk-in) Registration is subject to limited class selection & the Final Registration fee.

For more details, see the latest *Student Guide to Rights & Responsiblities ...* in print OR online at www.tjc.edu.

Computer Information Systems
Desktop Support Technician

Certificate of Proficiency

Semester I

COSC 1301 Introduction to Computing
ITSC 1305 Introduction to PC Operating Systems
ITMT 1300 Implementing and Supporting Microsoft Windows XP Professional
ITNW 1325 Fundamentals of Networking Technologies
CPMT 1411 Introduction to Computer Maintenance

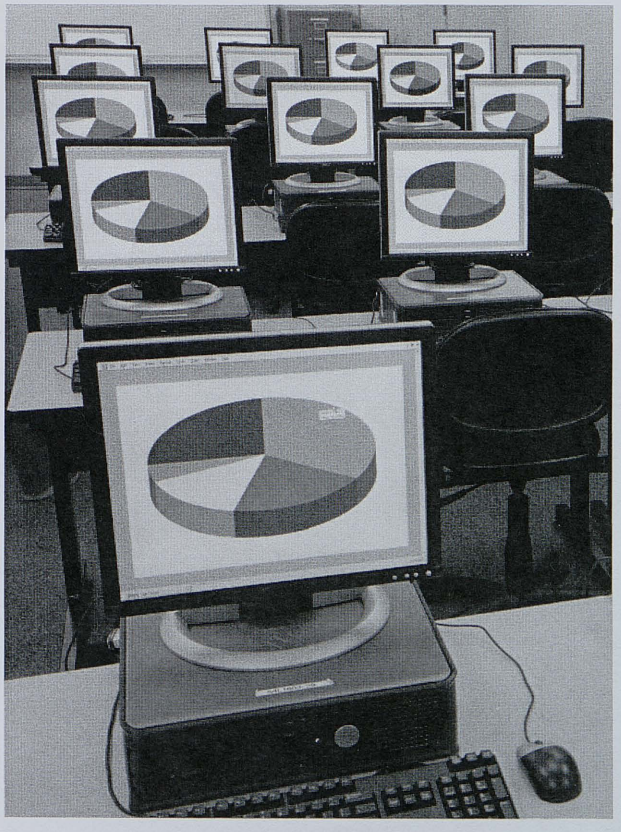
Semester II

ITMT 1371 Installing and Configuring Windows 7
ITMT 1372 Enterprise Desktop Support Technician
CETT 1407 Fundamentals of Electronics
EECT 1300 Technical Customer Service

Semester III

ITSC 2386 Internship, Computer and Information Sciences, General

Total Semester Hours—32



Computer Information Systems
WAN Technology

Associate of Applied Science

First Year

Semester I

ITCC 1401 Cisco Exploration 1—Network Fundamentals
ITCC 1404 Cisco Exploration 2—Routing Protocols and Concepts
CETT 1407 Fundamentals of Electronics
CPMT 1411 Introduction to Computer Maintenance
ITSC 1305 Introduction to PC Operating Systems

Semester II

ITCC 2408 Cisco Exploration 3—LAN Switching and Wireless
ITCC 2410 Cisco Exploration 4—Accessing the WAN
CPMT 1347 Computer Systems Peripherals
EECT 1303 Introduction to Telecommunications
ITSC 2386 Internship—Computer and Information Sciences, General

Second Year

Semester III

Advanced Networking Elective*
Advanced Networking Elective*
ITSY 1300 Fundamentals of Information Security
ENGL 1301 Composition I
College-Level Mathematics Elective

Semester IV

Advanced Networking Elective*
Advanced Networking Elective*
Social/Behavioral Science Elective
Humanities/Fine Arts Elective
SPCH 1321 Business & Professional Communication

Total Semester Hours—70

**Approved Advanced Networking Electives: Any CCNP–level Cisco course, any networking course (ITMT, ITNW).*

Courses titled in **bold type** represent general education requirements.

Computer Information Systems
WAN Technology

Certificate of Proficiency

Semester I

ITCC	1401	Cisco Exploration 1—Network Fundamentals
ITCC	1404	Cisco Exploration 2—Routing Protocols and Concepts
CETT	1407	Fundamentals of Electronics
CPMT	1411	Introduction to Computer Maintenance
ITSC	1305	Introduction to PC Operating Systems

Semester II

ITCC	2408	Cisco Exploration 3—LAN Switching and Wireless
ITCC	2410	Cisco Exploration 4—Accessing the WAN
CPMT	1347	Computer System Peripherals
EECT	1303	Introduction to Telecommunications
ITSC	2386	Internship—Computer and Information Sciences, General

Total Semester Hours—36

Computer Information Systems
Advanced Technical in WAN Technology

Certificate of Proficiency

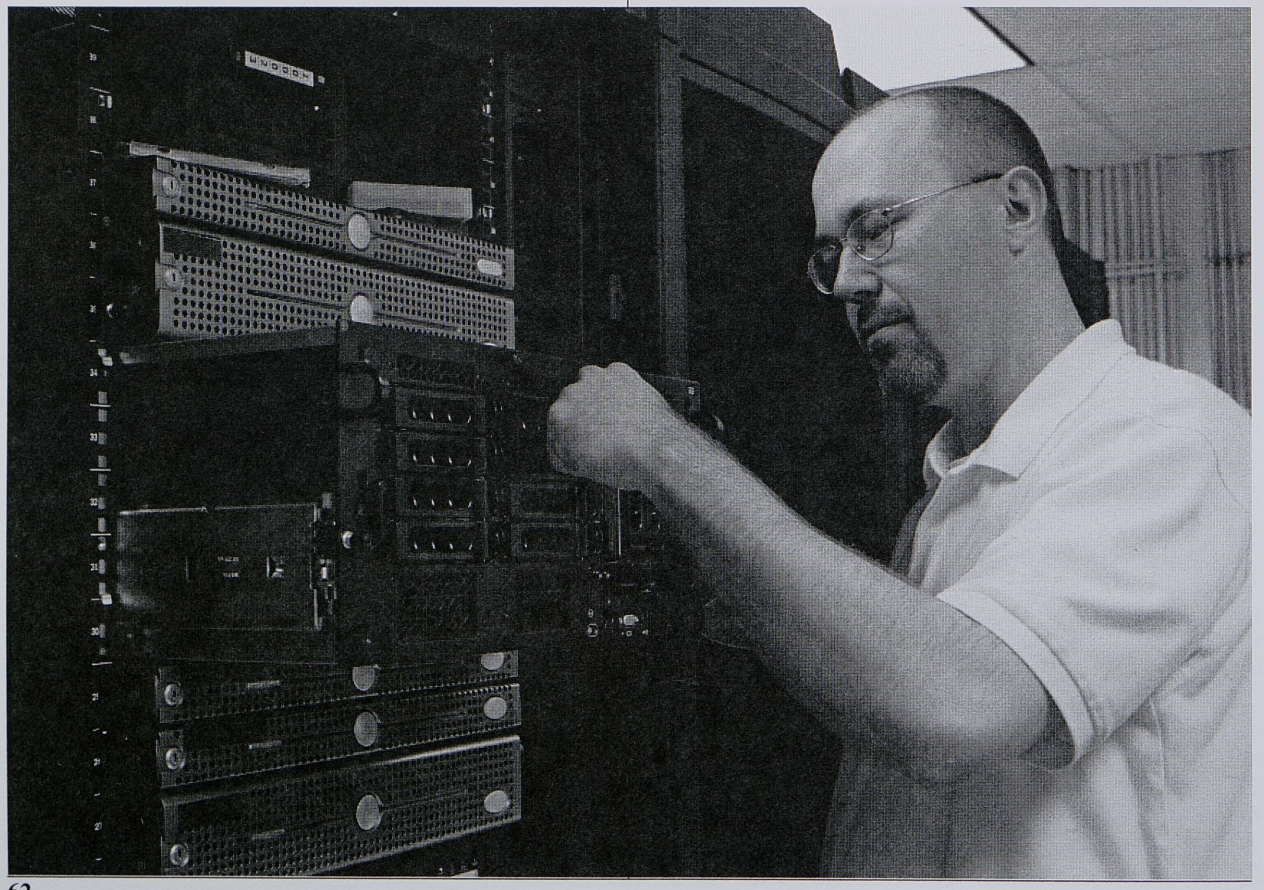
Semester I

ITCC	2432	CCNP 1: Advanced Routing
ITCC	2436	CCNP 2: Remote Access
ITSY	1300	Fundamentals of Information Security

Semester II

ITCC	2440	CCNP 3: Multilayer Switching
ITCC	2444	CCNP 4: Internetwork Troubleshooting

Total Semester Hours—19



Computer Science

Associate of Science — Field of Study

First Year

Semester I

COSC 1436 Programming Fundamentals I
ENGL 1301 Composition I
MATH 2413 Calculus I with Analytic Geometry
BCIS 1405 Business Computer Applications
HIST 1301 United States History I

Semester II

COSC 2425 Computer Organization and Machine Language
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
MATH 2414 Calculus II
PHYS 2425 University Physics I
HIST 1302 United States History II

Second Year

Semester III

COSC 1437 Programming Fundamentals II
GOVT 2305 Federal Government
PHYS 2426 University Physics II
Humanities Elective (Literature recommended)
Social/Behavioral Science Elective

Semester IV

COSC 2436 Programming Fundamentals III
GOVT 2306 Texas Government
Visual/Performing Arts Elective
Speech Elective

Total Semester Hours—66

Notes:

1. COSC 1436 and 1437 are preparatory and sequential in nature; however, not all courses are required for the computer science major at all universities, but may apply to general degree requirements.
   a. COSC 1436 is not part of the computer science major requirements at The University of Texas at Austin, The University of Texas at Arlington, The University of Texas at Dallas, and Texas A&M University.
   b. COSC 1437 is not part of the computer science major requirements at The University of Texas at Austin. Preparatory courses such as COSC 1436 and 1437 will assist students needing additional background but do not apply toward the computer science major requirements.
2. COSC 2425 is not part of the computer science major requirements at The University of Texas at Austin or Texas A&M University, but may be applied to general degree requirements.
3. It is recommended that students complete the math sequence, physics sequence, and computer science sequence at the same institution to reduce the likelihood of potential gaps in the curriculum.

Criminal Justice

Associate of Arts — Field of Study

The field of study degree in criminal justice is designed for students wishing to major in criminal justice and then later obtain their bachelor's degree.

Those students wishing to seek employment in the criminal justice field as a federal law enforcement officer, state or federal probation officer, or parole officer should choose this degree plan as these jobs all require the applicant to possess a bachelor's degree.

All criminal justice majors transferring to a university to seek a baccalaureate degree in criminal justice should see an academic or faculty advisor as soon as possible to develop a degree plan. Students are strongly encouraged to check senior college degree requirements as well as work closely with their academic or faculty advisor at Tyler Junior College and the university to which they plan to transfer. University requirements differ.

First Year

Semester I

ENGL 1301 Composition I
CRIJ 1301 Introduction to Criminal Justice
Lab Science*
HIST 1301 United States History I
College-Level Mathematics Elective

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II
Lab Science*
CRIJ 1306 Court Systems and Practices
CRIJ 1310 Fundamentals of Law

Second Year

Semester III

GOVT 2305 Federal Government
COSC 1301 Introduction to Computing
Humanities Elective†
Fine Arts Elective*
CRIJ 2328 Police Systems and Practices

Semester IV

GOVT 2306 Texas Government
SPCH 1315 Public Speaking ***OR***
SPCH 1321 Business & Professional Communication
Social/Behavioral Science Elective
CRIJ 2313 Correctional Systems and Practices
Criminal Justice Elective**

Total Semester Hours—62

**Courses marked with an asterisk are requirements for graduation from Tyler Junior College with an Associate in Arts degree with the Field of Study in criminal Justice. As a general rule, these courses will not be substituted.*

†Students should choose ENGL 2322, 2332, or 2323 based on senior-college requirements.

***Criminal justice majors wishing to seek employment in either Probation or Parole are encouraged to take CRIJ 1307, CRIJ 1313 or CRIJ 2301 as their elective. Majors wishing to seek employment in a Law Enforcement related field are encouraged to take either CRIJ 2314 or CRIJ 2323 as their elective.*

Criminal Justice

Law Enforcement Investigations

Associate of Applied Science

One of the growing interests today is in the area of criminal investigations, especially as they are related to the field of crime scene or forensic investigations. Television shows like *CSI*, *Forensic Files* and many, many other similar *true-crime* (and even fictional) programs have brought the importance of proper investigations and the use of crime scene forensics to the forefront of America's view of today's law enforcement profession.

The Associate of Applied Science in law enforcement investigations is a two-year degree intended for those students who wish to seek employment with a law enforcement agency upon graduation. This degree plan includes courses in the arts and sciences curriculum, along with the basic criminal justice courses included in the transfer (A.A.) degree. More importantly, it incorporates specialized courses in the field of criminal investigations, including basic field work in crime scene processing. The program's emphasis is to provide the student the basic background skills needed to become a criminal investigator.

See field of study option for Associate of Arts transfer degree plan.

First Year

Semester I

ENGL 1301 Composition I
CRIJ 1301 Introduction to Criminal Justice
CRIJ 2328 Police Systems and Practices
HIST 1301 United States History I
COSC 1301 Introduction to Computing

Semester II

ENGL 2311 Technical & Business Writing
SPCH 1321 Business & Professional Communication
CRIJ 1306 Court Systems and Practices
CRIJ 1310 Fundamentals of Criminal Law
CRIJ 1307 Crime in America

Second Year

Semester III

GOVT 2305 Federal Government
College-Level Mathematics Elective
Humanities/Fine Arts Elective
CJSA 1308 Criminalistics I*
CRIJ 2314 Criminal Investigation*

Semester IV

GOVT 2306 Texas Government
Social/Behavioral Science Elective
CRIJ 2323 Legal Aspects of Law Enforcement
FORS 2440 Forensic Science I
CJSA 1393 Special Topics in Criminal Justice Studies-Violent Crime Investigations (Capstone)

Total Semester Hours—61

Courses titled in **bold type** represent general education requirements.

**Courses are prerequisite courses for FORS 2440 (Forensic Science I) and CJSA 1393 (Special Topics in Criminal Justice).*

Dance

Associate of Arts

The primary purpose of the dance program at Tyler Junior College is to provide students seeking an associate degree or transfer credit in dance with technical and performance training in the field in conjunction with anatomical and kinesiological knowledge for injury prevention and recovery. Additional purposes are to provide historical knowledge and appreciation of the art form and offer cultural enrichment opportunities to all students and community members through class offerings and the production of varied public performances. The curriculum provides a comprehensive approach to learning dance by integrating the aesthetics, historical, critical, cultural, and fundamental aspects of dance as an art form.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
DANC 2303 Dance Appreciation I
DANC 1141 Ballet I
DANC 1145 Modern Dance I
DANC 1151 Dance Performance I
College-Level Math Elective

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Institutional Option (COSC 1300 recommended)
DANC 1142 Ballet II
DANC 1146 Modern Dance II
DANC 1152 Dance Performance II
Visual/Performing Arts

Second Year

Semester III

GOVT 2305 Federal Government
Laboratory Science (BIOL 2401 Anatomy & Physiology I suggested)
Humanities
DANC 2141 Ballet III
DANC 1147 Jazz Dance I
DANC 2151 Dance Performance III
DANC 1210 Tap I

Semester IV

GOVT 2306 Texas Government
Laboratory Science (BIOL 2402 Anatomy & Physiology II suggested)
Social/Behavioral Science
SPCH 1311, 1315, 1318 or 1321
DANC 2142 Ballet IV
DANC 1148 Jazz Dance II
DANC 2152 Dance Performance IV
DANC 1211 Tap II

Total Semester Hours—63

Dental Hygiene

Associate of Applied Science

Enrollment in this program is limited, and those applying for admission must make application directly to the dental hygiene program office. See the Special Admissions requirements in the Admission section of this *Catalog.*

The purpose of the dental hygiene program is to prepare competent dental hygienists to meet the oral health care needs of the public. Through basic education in the dental hygiene program, students acquire knowledge and proficiency to become functioning members of the dental health care delivery team.

The program provides 4 semesters of theoretical and clinical training at the college-level leading to the Associate of Applied Science degree in dental hygiene. This program is accredited by the American Dental Association Commission on Dental Accreditation.

All science courses must have been completed within five years of the application year or must be repeated. At least two of the four designated prerequisite science courses must be successfully completed prior to applying to the dental hygiene program.

All required courses of the associate degree curriculum must be completed with a "C" or better. Having **not** received a "C" or better **in any required DHYG course**, the student may not progress until the deficiency has been removed. Graduates who successfully pass the Dental Hygiene National Board examination and regional and/or state licensing exams are eligible to apply for licensure in states where they plan to practice.

Prerequisites:

- **The following prerequisite science courses must be completed with a "C" or better within five years prior to enrollment in the program.**
- **At least two of the following prerequisite sciences must be completed with a "C" or better prior to submitting application.**

CHEM 1405 Introductory Chemistry I
OR
CHEM 1406 Introductory Chemistry I —Allied Health Emphasis
BIOL 2401 Anatomy and Physiology I*
BIOL 2402 Anatomy and Physiology II
BIOL 2420 Microbiology for Non-Science Majors

First Year

Semester I

DHYG 1301 Orofacial Anatomy, Histology and Embryology
DHYG 1304 Dental Radiology
DHYG 1431 Preclinical Dental Hygiene
DHYG 1227 Preventive Dental Hygiene

Semester II

DHYG 1311 Periodontology
DHYG 1339 General and Oral Pathology
DHYG 2201 Contemporary Dental Hygiene Care I
DHYG 1260 Clinical I Dental Hygienist
ENGL 1301 Composition I

Summer Session I or II

Sociology Elective
Speech 1311 *OR* 1315 *OR* 1318 *OR* 1321

Second Year

Semester III

DHYG 1235 Pharmacology for the Dental Hygienist
DHYG 2231 Contemporary Dental Hygiene Care II
DHYG 1315 Community Dentistry
DHYG 2360 Clinical II Dental Hygienist
Humanities/Fine Arts Elective

Semester IV

DHYG 1123 Dental Hygiene Practice
DHYG 1207 General and Dental Nutrition
DHYG 1319 Dental Materials
DHYG 2362 Clinical III Dental Hygienist (Capstone Course)
Psychology Elective

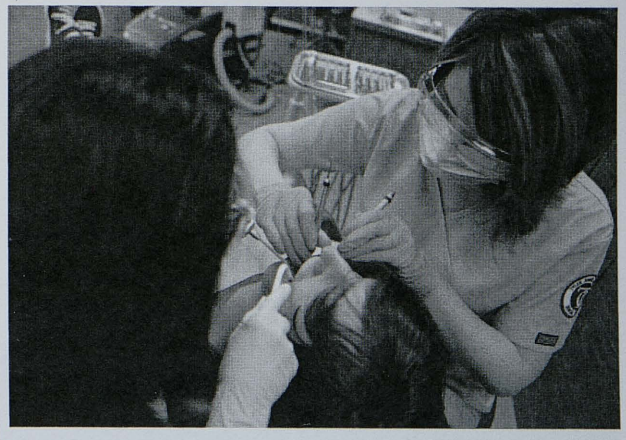
Total Semester Hours—72

Non-dental hygiene courses may be taken prior to placement in the dental hygiene program.

**Approved prerequisite course required.*

All courses with **bold-type titles** may be taken prior to acceptance into the DH program.

Special admission and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion of degree. Contact department chair for details.



Diagnostic Medical Sonography

Associate of Applied Science

The sixteen-month Associate of Applied Science (AAS) degree is designed to prepare skilled professionals to perform diagnostic examinations, as requested by a physician, using high-frequency sound waves to visualize soft tissue structures. Sonographers work in hospitals, clinics, and doctors' offices.

After successful completion of the prerequisites, the student will be eligible to apply and compete with other applicants for acceptance into the program. Enrollment is limited. Students who complete the sixteen-month curriculum will be awarded an Associate of Applied Science degree.

All required and prerequisite courses must be completed with a grade of "C" or better. In addition, all anatomy and physiology classes must have been taken within the last five years. A minimum grade of 75% is required in all diagnostic medical sonography courses (DMSO). The student who does not earn the minimum score may not be allowed to progress in the program.

Students who successfully complete the curriculum are eligible to challenge the American Registry of Diagnostic Medical Sonographers (ARDMS) examination in general physics, abdominal, and OB/GYN sonography. The sixteen-month general sonography portion of the program is fully accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). For additional information, see the Selective Admission section of this *Catalog*.

Graduates from the sixteen-month AAS portion of the program will be eligible to apply for the Advanced Certificate option in vascular technology, consisting of an additional four months of formal instruction. Students who complete the curriculum are eligible to challenge the American Registry of Diagnostic Medical Sonographers (ARDMS) examination in Vascular Technology and Vascular Physics. Applicants to this program must be graduates of a Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredited school in diagnostic medical sonography or credentialed Diagnostic Medical Sonographers. Students who are currently enrolled in the AAS degree plan will be given preference. It is strongly recommended that students complete both the Associate of Applied Science degree portion of the program and the Advanced Certificate option of the program. The vascular technology certificate portion of the program will be available each spring.

Prerequisites:

BIOL 2404 Anatomy & Physiology
PHYS 1405 Elementary Physics
MATH 1314 College Algebra
First Aid Elective

NOTE: All prerequisites must be completed by the end of the spring semester prior to admittance into the DMS program.

First Year

Semester I

DMSO 1441 Abdominopelvic Sonography
DMSO 1302 Basic Ultrasound Physics
DMSO 1210 Introduction to Sonography
DMSO 1266 Practicum I
ENGL 1301 Composition I

Semester II

DMSO 2505 Sonography of Obstetrics/Gynecology
DMSO 1267 Practicum II
DMSO 1342 Intermediate Ultrasound Physics
Speech 1311 *OR* 1315 *OR* 1318 *OR* 1321

Second Year

Semester III

DMSO 2441 Sonography of Abdominopelvic Pathology
DMSO 2353 Sonography of Superficial Structures
DMSO 2266 Practicum III
Computer Science Elective (BCIS 1405, COSC 1301)
Humanities/Fine Arts Elective

Semester IV

DMSO 2345 Advanced Sonography Practices
DMSO 2343 Advanced Ultrasound Principles and Instrumentation
DMSO 2367 Practicum IV (Capstone Course)
Social/Behavioral Science Elective

Total Semester Hours—68

Courses titled in **bold type** represent general education core courses and may be taken prior to acceptance into the DMS program.

Graduates are eligible to apply for admission to sit for the registry examinations in Abdomen, Obstetrics and Physics as administered by the American Registry of Diagnostic Medical Sonographers (ARDMS).

Special admissions and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion of degree. Contact the department chair for details.

Need More Information?
Visit our Web site @ www.tjc.edu or call **1–800–687–5680**

Diagnostic Medical Sonography
Advanced Vascular

*Certificate of Proficiency**

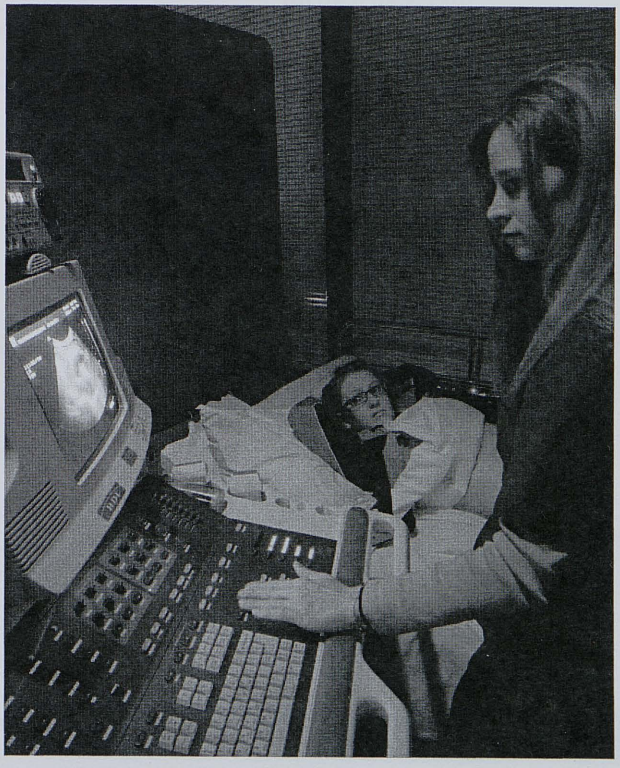
Mini-Term I *(8 weeks)*
DSVT 1103 Introduction to Vascular Technology
DSVT 2200 Vascular Technology Applications
DSVT 1166 Practicum I

Mini-Term II *(8 weeks)*
DSVT 1191 Special Topics in DMS Technician
DSVT 2335 Advanced Non-Invasive Technology
DSVT 1167 Practicum II (Capstone Course)

Total Semester Hours—9

**This option is available each spring term only.*

Graduates are eligible to apply for admission to sit for the registry examinations in Vascular Technology and Vascular Physics as administered by the American Registry of Diagnostic Medical Sonographers (ARDMS).



Economics
Associate of Arts

This program is designed so that students receiving an Associate of Arts degree with an emphasis in economics at TJC will be prepared to take junior- and senior-level courses at any four-year college or university. The order, given below, in which these courses should be taken, is just a suggestion. Students may take the courses in any order, but they must be aware of course prerequisites as they are set forth in this Catalog.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
ECON 2301 Principles of Macroeconomics
Elective

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
ECON 2302 Principles of Microeconomics
College-Level Mathematics (MATH 1314 or 1324 suggested)

Second Year

Semester III
Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
Institutional Option
Elective (MATH 1342 or 1325 suggested)
Elective

Semester IV
GOVT 2306 Texas Government
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
Visual/Performing Arts
Elective
Elective

Total Semester Hours—62

Education

Education EC-6/4-8 Grade Levels; EC–12 Special Education

Associate of Arts in Teaching - Field of Study

This program is designed to provide students with the first two years of a four-year degree leading to teacher certification at the EC–6 and 4–8 grade levels, as well as EC–12 Special Education.

The education program offers courses leading to completion of Associate of Arts in Teaching degrees. The Associate of Arts in Teaching (AAT) is a specialized academic associate degree program designed to transfer in its entirety to a baccalaureate program that leads to initial Texas teacher certification.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
MATH 1314 College Algebra
EDUC 1301 Introduction to the Teaching Profession
Laboratory Science (Life Science)

Semester II

ENGL 1302 Composition II
HIST 1302 United States History II
MATH 1350 Fundamentals of Mathematics I
Laboratory Science (Physical Science)
EDUC 2301 Introduction to Special Populations

Second Year

Semester III

GOVT 2305 Federal Government
MATH 1351 Fundamental of Mathematics II
ENGL 2332 World Literature I ***OR***
ENGL 2333 World Literature II
Visual and Performing Arts (ARTS 1301 recommended)
Laboratory Science (Life or Physical)

Semester IV

GOVT 2306 Texas Government
SPCH 1311, 1315, or 1321
GEOG 1303 World Regional Geography
COSC 1301 Introduction to Computing
(special section required for education majors)

Total Semester Hours—60

NOTE: For those students who are planning to transfer to the University of Texas at Tyler or to Stephen F. Austin State University, please work closely with an academic advisor to review transfer plan in place at these two universities.

Education

Education 8-12 Grade Levels

Associate of Arts in Teaching - Field of Study

This program is designed to provide students with the first two years of coursework leading to certification to teach at the secondary level.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
EDUC 1301 Introduction to the Teaching Profession
MATH 1314 College Algebra
SPCH 1311, 1315, or 1321

Semester II

ENGL 1302 Composition II
HIST 1302 United States History II
Laboratory Science
Content Area Elective
EDUC 2301 Introduction to Special Populations

Second Year

Semester III

GOVT 2305 Federal Government
Laboratory Science
Humanities (ENGL 2332 or 2333 suggested)
Content Area Elective
Visual/Performing Arts

Semester IV

GOVT 2306 Texas Government
COSC 1301 Introduction to Computing
(special sections required for education majors)
Social/Behavioral Science
Content Area Elective
Content Area Elective

Total Semester Hours—62

NOTE: For those students who are planning to transfer to the University of Texas at Tyler or to Stephen F. Austin State University, please work closely with an academic advisor to review transfer plan in place at these two universities.

Visit the TJC Web site @ www.tjc.edu

Emergency Medical Service Professions

Paramedic Option

Associate of Applied Science

The emergency medical service professions program offers courses for state and/or national certification and for a two-year Associate of Applied Science degree.

The student will be eligible to apply for certification as an emergency medical technician and as a licensed paramedic. *Rules governing levels of certifications are constantly being revised by the Texas State Department of Health Services, National Registry of EMT's; therefore, offerings are subject to change as required by law.* Always consult an advisor or the director of the EMSP program prior to enrollment.

All courses of the emergency medical service professions curriculum are approved by the certifying and licensing organization, the Texas Department of State Health Services, and the Bureau of Emergency Management.

All courses of the emergency medical service professions program curriculum must be completed with a "C" or better to be eligible to take state board examinations and/or National Registry of Emergency Medical Technicians examinations. **A "C" average in the EMT-Basic certificate curriculum is required for acceptance into the AAS Paramedic curriculum program.**

Credit by exam for EMSP students is determined on an individual basis and requires approval by the dean and the department chair. Interested students should contact the EMSP department chair for information on qualifying criteria.

Enrollment in this program may be limited. See the Special Admissions requirements in the Admission section of this *Catalog*.

Prerequisite: Successful completion of EMT–Basic curriculum.

First Year

Semester I

EMSP 1167 Paramedic Practicum I
EMSP 1355 Trauma Management
EMSP 1338 Introduction to Advanced Practice
EMSP 1356 Patient Assessment and Airway Management
EMSP 2348 Emergency Pharmacology

Semester II

EMSP 1169 Paramedic Practicum III
EMSP 1168 Paramedic Practicum II
EMSP 2243 Assessment Based Management
EMSP 2330 Special Populations
EMSP 2338 EMS Operations
EMSP 2434 Medical Emergencies
EMSP 2444 Cardiology

Summer Session I

EMSP 1149 Pre-Hospital Trauma Life Support
EMSP 2135 Advanced Cardiac Life Support
EMSP 2147 Pediatric Education for Pre-Hospital Providers
EMSP 2166 Paramedic Practicum IV
EMSP 2167 Paramedic Practicum V (Capstone Course)

Second Year

Semester III

PSYC 2314 Lifespan Growth and Development
BIOL 2401 Anatomy and Physiology I*
HITT 1305 Medical Terminology I
HITT 1303 Medical Terminology II

Semester IV

Humanities/Fine Arts Elective
BIOL 2402 Anatomy and Physiology II
ENGL 1301 Composition I
PSYC 2301 General Psychology

Total Semester Hours—68

**BIOL 2404 is recommended as preparation for BIOL 2401 for students who do not have a strong background in biology but BIOL 2404 will not substitute for BIOL 2401.*

Courses titled in **bold type** represent general education core courses and may be taken prior to acceptance into EMSP program.

Numbering of Courses

The four-letter prefix will be used to identify subject areas as follows:

1st digit: Identifies level
0—developmental,
1—freshman
2—sophomore
2nd digit: Identifies credit hour value
3rd digit: Establishes course sequence.
4th digit: Establishes course sequence.

Emergency Medical Service Professions
EMSP Basic

Certificate of Completion

EMSP 1501 EMT—Basic
EMSP 1166 Practicum—EMT

Total Semester Hours—6

After successfully completing these courses, students are eligible to apply to take the Texas Department of Health's examination for certification as an Emergency Medical Technician.

Note: Special admission and retention rules apply to all portions of the emergency medical service professions program. See department chair for details. Admission to the program is selective and prior acceptance to the program is required before enrollment.

Emergency Medical Service Professions
EMSP Intermediate

Certificate of Completion

Semester I
EMSP 1501 EMT—BASIC
EMSP 1166 Practicum—EMT

Semester II
EMSP 1338 Introduction to Advanced Practice
EMSP 1356 Patient Assessment and Airway Management
EMSP 2348 Emergency Pharmacology
EMSP 1355 Trauma Management
EMSP 1167 Paramedic Practicum I

Total Semester Hours—19

Emergency Medical Service Professions

Paramedic Option

Certificate of Proficiency

Prerequisite: Successful completion of EMT–Basic curriculum.

Semester I

EMSP 1338 Introduction to Advanced Practice
EMSP 1356 Patient Assessment and Airway Management
EMSP 2348 Emergency Pharmacology
EMSP 1355 Trauma Management
EMSP 1167 Paramedic Practicum I

Semester II

EMSP 2338 EMS Operations
EMSP 1168 Paramedic Practicum II
EMSP 2444 Cardiology
EMSP 2330 Special Populations
EMSP 1169 Paramedic Practicum III
EMSP 2243 Assessment Based Management
EMSP 2434 Medical Emergencies

Summer Session

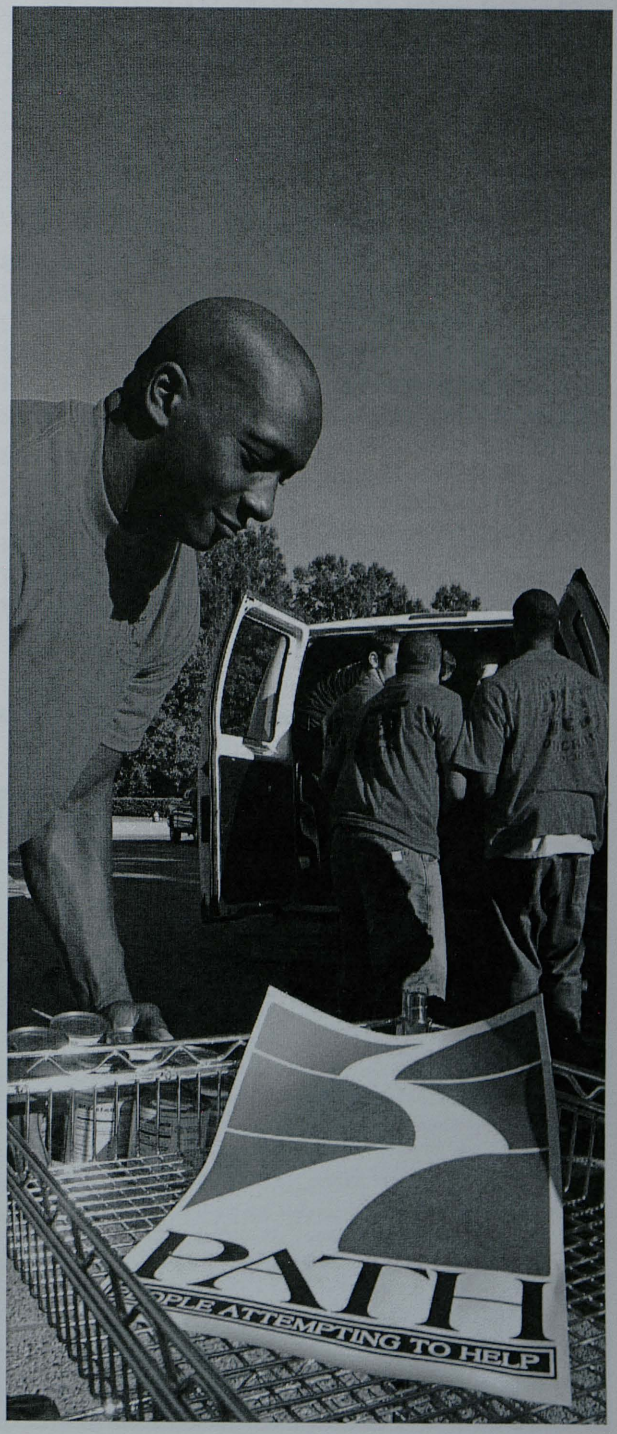
EMSP 1149 Pre-Hospital Trauma Life Support
EMSP 2135 Advanced Cardiac Life Support
EMSP 2147 Pediatric Education for Pre-Hospital Providers
EMSP 2166 Paramedic Practicum IV
EMSP 2167 Paramedic Practicum V (Capstone Course)

Total Semester Hours—42

After successfully completing these courses, students are eligible to apply to take the Texas Department of Health's examination for certification as an Emergency Medical Technician.

Note: Special admission and retention rules apply to all portions of the emergency medical service professions program. See department chair for details. Admission to the program is selective and prior acceptance to the program is required before enrollment.

Promise 3: community service



Engineering

Associate of Science—Field of Study

The Associate of Science degree in the Engineering Field of Study is designed to meet the needs of the first two years of a four- or five-year engineering degree program and transfer to any Texas college or university. Students should see their TJC Advisor each semester and visit with their transfer University early to make sure they are on track for their Engineering specializations such as Chemical, Electrical, Civil, etc.

Chemical engineering majors should refer to the TJC Field of Study Degree Plan for Engineering Majors, but ***substitute*** CHEM 2423 & CHEM 2425 for ENGR 2301 & ENGR 2302.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
CHEM 1411 General Chemistry I
MATH 2413 Calculus I
ENGR 1201 Introduction to Engineering

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
MATH 2414 Calculus II
PHYS 2425 University Physics I (S)

Second Year

Semester III

MATH 2415 Calculus III
ENGR 2301 Engineering Mechanics - Statics (F)
ECON 2301 Principles of Macroeconomics ***OR***
ECON 2302 Principles of Microeconomics
PHYS 2426 University Physics II (F)
GOVT 2305 Federal Government

Semester IV

GOVT 2306 Texas Government
ENGR 2302 Engineering Mechanics - Dynamics (S)
MATH 2320 Differential Equations (recommended)
ENGR 2307 Fundamentals of Circuit Analysis
ENGR 2107 Fundamentals of Circuit Analysis Laboratory

Total Semester Hours—60

To complete the core curriculum requirements, if desired by the transfer University, the student should also take a visual/performing arts course (3 credit hours), a Speech course, a Humanities course (3 credit hours), and an Institutional Designated Option course which may be fulfilled with ENGR 2304.

ENGR 1304 and 2304 are classes that are not required to complete the Field of Study Associate of Science Engineering degree, but are highly recommended electives to prepare students for upper-level engineering courses at a transfer institution. ENGR 1304 and 2304 are required for the Texas Mechanical Engineering Transfer Compact.

CHEM 1412 General Chemistry II is required for Texas A&M, but not required for all senior colleges.

(F)=Fall only; (S)=Spring only.

Engineering

Mechanical

Associate of Science
Texas Mechanical Engineering Transfer Compact

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
MATH 2413 Calculus I
CHEM 1411 General Chemistry I
ENGR 1201 Introduction to Engineering

Semester II

ENGR 1304 Engineering Graphics
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
MATH 2414 Calculus II
PHYS 2425 University Physics I (S)
ENGL 1302 Composition II

Second Year

Semester III

ENGR 2304 Programming for Engineers
GOVT 2305 Federal Government
ENGR 2301 Engineering Mechanics - Statics (F)
MATH 2415 Calculus III
PHYS 2426 University Physics II (F)

Semester IV

ENGR 2307 Fundamentals of Circuit Analysis
ENGR 2107 Fundamentals of Circuit Analysis Laboratory
MATH 2320 Differential Equations (recommended)
ENGR 2302 Engineering Mechanics - Dynamics (S)
GOVT 2306 Texas Government
Core Curriculum Elective

Total Semester Hours—66

Please check the following link to access the latest list of participating schools for the voluntary mechanical engineering compact.

http://www.thecb.state.tx.us/index.cfm?objectid=C02EE263-D0D4-CB89-63334BECB85CB617

To complete the core curriculum requirements, if desired by the transfer University, the student should also take a visual/performing arts course (3 credit hours), a Speech course, a Humanities course (3 credit hours), and an Institutional Designated Option course which may be fulfilled with ENGR 2304.

ENGR 1304 and 2304 are classes that are not required to complete the Field of Study Associate of Science Engineering degree, but are highly recommended electives to prepare students for upper-level engineering courses at a transfer institution. ENGR 1304 and 2304 are required for the Texas Mechanical Engineering Transfer Compact.

CHEM 1412 General Chemistry II is required for Texas A&M, but not required for all senior colleges.

(F)=Fall only; (S)=Spring only.

Engineering Design Technology

Associate of Applied Science

Technological advancements have revolutionized the design process in American industry. Engineering designers use computer-aided drafting to create detail drawings and working plans for the construction and manufacturing industry. It is from these CAD drawings that the conceptualization of an idea or design is transformed into a produced product.

The engineering design technology program provides the student the opportunity to study architectural, machine, pipe, civil and structural design. A one-year Certificate of Proficiency is available to students completing certain designated courses. After successful completion of the two-year program, the student receives the Associate of Applied Science degree in engineering design technology or process piping design technology.

First Year

Semester I

DFTG 1409 Basic Computer-Aided Drafting
DFTG 2440 Solid Modeling/Design
COSC 1301 Introduction to Computing
ENGL 1301 Composition I
MATH 1314 College Algebra

Semester II

DFTG 1405 Technical Drafting
DFTG 2417 Descriptive Geometry
DFTG 1417 Architectural Drafting—Residential
SCIT 1418 Applied Physics

Second Year

Semester III

DFTG 2402 Machine Drafting
DFTG 2300 Intermediate Architectural Drafting—Residential
DFTG 2321 Topographical Drafting
MATH 1316 Plane Trigonometry
Humanities/Fine Arts Elective

Semester IV

DFTG 2306 Machine Design
DFTG 2430 Civil Drafting
ENGL 2311 Technical & Business Writing
SPCH 1321 Business & Professional Communication
Social/Behavioral Science Elective

Total Semester Hours—65

Courses titled in **bold type** represent general education courses.

Engineering Design Technology

Process Piping Design

Associate of Applied Science

First Year

Semester I

DFTG 1409 Basic Computer-Aided Drafting
DFTG 2440 Solid Modeling/Design
COSC 1301 Introduction to Computing
DFTG 1471 Process Piping Design I
MATH 1314 College Algebra

Semester II

DFTG 1405 Technical Drafting
DFTG 2417 Descriptive Geometry
DFTG 1472 Process Piping Design II
SCIT 1418 Applied Physics

Second Year

Semester III

DFTG 1373 Process Piping Design III
DFTG 2323 Pipe Drafting
MATH 1316 Plane Trigonometry
ENGL 1301 Composition I
SPCH 1321 Business & Professional Communication

Semester IV

DFTG 2345 Advanced Pipe Drafting
ARCE 1352 Structural Drafting
ENGL 2311 Technical & Business Writing
Humanities/Fine Arts Elective
Social/Behavioral Science Elective

Total Semester Hours—64

Courses titled in **bold type** represent general education courses.

***Remember*: For the best class selection & to save time, REGISTER ONLINE, not in line.**

Regular (early) Registration is now done ONLINE from www.tjc.edu/apacheaccess.

Final (walk-in) Registration is subject to limited class selection & the Final Registration fee.

For more details, see the latest *Student Guide to Rights & Responsiblities ...* in print OR online at www.tjc.edu.

Engineering Design Technology
Computer-Aided Drafting

Certificate of Proficiency

Semester I
DFTG 1409 Basic Computer-Aided Drafting
DFTG 2440 Solid Modeling/Design
COSC 1301 Introduction to Computing
MATH 1314 College Algebra

Semester II
DFTG 1405 Technical Drafting
Computer-Aided Drafting Elective*
Computer-Aided Drafting Elective*
MATH 1316 Plane Trigonometry

Total Semester Hours—27

***Depending on electives taken, students may earn up to 29 semester hours for completion of the certificate.**

Promise 1: quality education

Environmental Science

Associate of Science

The Associate of Science degree with an emphasis in environmental science provides students with the general education courses normally taken in the first two years at a four-year college or university and a flexible plan from which the student can choose a variety of introductory science courses as part of an interdisciplinary or environmental science program.

To receive an Associate of Science degree with an emphasis in environmental science, students must: (a) make a minimum grade of "C" in all required math and science courses and (b) have an overall GPA of 2.0 or greater.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
BIOL 1411 General Botany
MATH 1314 College Algebra
Visual/Performing Arts

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
BIOL 1413 General Zoology
MATH 2412 Pre-Calculus Math
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321

Second Year

Semester III
CHEM 1411 General Chemistry I
GOVT 2305 Federal Government
Humanities (ENGL 2332 or 2333 recommended)
BIOL 2406 Environmental Biology

Semester IV
CHEM 1412 General Chemistry II
GOVT 2306 Texas Government
Social/Behavioral Science
Institutional Option

Total Semester Hours—60

Fire Protection Technology

Associate of Applied Science

The Fire Protection AAS degree plan covers orientation to the fire service, career opportunities and related fields, basic fire and arson investigation practices, preparation of firefighters and fire officers to develop public fire safety awareness and examination of building codes and requirements, construction types, and building materials also is covered. Courses also include instruction for industrial emergency response teams and specific needs related to hazards in business and industrial facilities.

First Year

Semester I

FIRT 1301 Fundamentals of Fire Protection
FIRT 1353 Legal Aspects of Fire Protection
FIRT 1329 Building Codes and Construction
ENGL 1301 Composition I
College-Level Mathematics Elective

Semester II

FIRT 1338 Fire Protection Systems
FIRT 1307 Fire Prevention Codes and Inspections
FIRT 1333 Fire Chemistry I
SPCH 1321 Business and Professional Communication
COSC 1301 Introduction to Computing

Second Year

Semester III

FIRT 1309 Fire Administration I
FIRT 1315 Hazardous Materials I
FIRT 1303 Fire and Arson Investigation I
GOVT 2306 Texas Government
Humanities/Fine Arts Elective

Semester IV

FIRT 1305 Public Education Programs
FIRT 1349 Fire Administration II
FIRT 2309 Fire Fighting Strategies and Tactics I
FIRT 1347 Industrial Fire Protection
FIRT 2389 Internship - Fire Protection Safety Technology/Technician (Capstone)

Total Semester Hours—60

Courses titled in *bold type* represent general education courses.

Note: Upon review, students who have successfully completed an accredited Basic Fire Academy recognized by the Texas Commission on Fire Protection and successfully pass the State Certification Exam may be eligible to apply up to 15 hours credit toward the associate degree in Fire Protection. Posting fee required. Students must complete a minimum of three semester credit hours at Tyler Junior College to be eligible. For more information, students should contact the program director.

Fire Protection Technology Level I

Certificate of Proficiency

The Fire Protection AAS degree plan covers orientation to the fire service, career opportunities and related fields. Basic fire and arson investigation practices, preparation of firefighters and fire officers to develop public fire safety awareness and examination of building codes and requirements, construction types, and building materials also is covered. Courses also include instruction for industrial emergency response teams and specific needs related to hazards in business and industrial facilities.

First Year

Semester I

FIRT 1301 Fundamentals of Fire Protection
FIRT 1353 Legal Aspects of Fire Protection
FIRT 1329 Building Codes and Construction

Semester II

FIRT 1338 Fire Protection Systems
FIRT 1307 Fire Prevention Codes and Inspections
COSC 1301 Introduction to Computing

Total Semester Hours—18

Fire Protection Technology Level II

Certificate of Proficiency

The Fire Protection AAS degree plan covers orientation to the fire service, career opportunities and related fields. Basic fire and arson investigation practices, preparation of firefighters and fire officers to develop public fire safety awareness and examination of building codes and requirements, construction types, and building materials also is covered. Courses also include instruction for industrial emergency response teams and specific needs related to hazards in business and industrial facilities.

First Year

Semester I

FIRT 1309 Fire Administration I
FIRT 1315 Hazardous Materials I
FIRT 1303 Fire and Arson Investigation I

Semester II

FIRT 1349 Fire Administration II
FIRT 2309 Fire Fighting Strategies and Tactics I
FIRT 1347 Industrial Fire Protection

Total Semester Hours—18

***Remember*: For the best class selection & to save time, REGISTER ONLINE, not in line.**

Regular (early) Registration is now done ONLINE from www.tjc.edu/apacheaccess.

Final (walk-in) Registration is subject to limited class selection & the Final Registration fee.

For more details, see the latest *Student Guide to Rights & Responsiblities ...* in print OR online at www.tjc.edu.

Foreign Language

Associate of Arts

The foreign language area of emphasis provides the essential language background for the advanced study of foreign languages; for the mastery of the competencies in listening, reading and writing the language; and for a more rapid acquisition of other foreign languages. The student is encouraged to speak in a foreign language.

Career Opportunities

The demand for foreign languages both in the community and the business environment is growing rapidly. Combining a foreign language with another field can expand opportunities in nursing, teaching, computer science, sociology, banking, counseling, law, hotel management and many others.

First Year

Semester I

Foreign Language 1411
ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
College-Level Mathematics Elective

Semester II

Foreign Language 1412
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Social/Behavioral Science

Second Year

Semester III

Foreign Language 2311 (F)
GOVT 2305 Federal Government
Humanities (ENGL 2332 or 2333 suggested)
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
Elective

Semester IV

Foreign Language 2312 (S)
GOVT 2306 Texas Government
Institutional Option
Visual/Performing Arts
Elective

Total Semester Hours—64

(F)=Fall only; (S)=Spring only.

Game and Simulation Development
Graphics

Associate of Applied Science

The gaming and simulation development program gives students the basic skills to enter the electronic game and computer simulation industry. The development of electronic games and simulations is serious business: the industry currently brings in approximately the same revenues as the motion picture industry. This industry requires skilled, creative people in a wide variety of specialties. The gaming and simulation development program at TJC prepares graduates for entry specifically in the areas of programming and graphic design. Although each of these areas has its own course of study, the two tracks often cooperate in the development of a game or simulation. A career in game development is a respected, highly prized profession on the cutting edge of a rapidly evolving, multi-billion dollar industry.

First Year

Semester I

COSC 1430 Computer Programming
ARTV 1345 3-D Modeling and Rendering I
GAME 1403 Introduction to Game Design and Development
GAME 1406 Design and Creation of Games
ARTC 1321 Illustration Techniques I

Semester II

ARTS 1316 Drawing I
ARTC 2301 Illustration Techniques II
ARTV 2345 3-D Modeling and Rendering II
GAME 2332 Project Development I
ARTS 2348 Digital Art I

Second Year

Semester III

ARTV 1341 3-D Animation I
GAME 2334 Project Development II
ARTS 2349 Digital Art II
College-Level Mathematics Elective
Social/Behavioral Science Elective

Semester IV

ARTV 2351 3-D Animation II
GAME 2309 Video Game Art II (Project)
ENGL 1301 Composition I
Humanities/Fine Arts Elective
SPCH 1321 Business & Professional Communication

Summer Session

GAME 2359 Game and Simulation Group Project

Total Semester Hours—66

Courses titled in **bold type** represent general education courses.

Game and Simulation Development
Programming

Associate of Applied Science

First Year

Semester I

COSC 1430 Computer Programming
ARTV 1345 3-D Modeling and Rendering I
GAME 1403 Introduction to Game Design and Development
GAME 1406 Design and Creation of Games
MATH 1314 College Algebra

Semester II

COSC 1436 Programming Fundamentals I
GAME 2402 Mathematical Applications for Game Development
GAME 2332 Project Development I
GAME 1343 Game and Simulation Programming I
Humanities/Fine Arts Elective

Second Year

Semester III

COSC 1437 Programming Fundamentals II
GAME 2334 Project Development II
GAME 2341 Game Scripting
Social/Behavioral Science Elective
ENGL 1301 Composition I

Semester IV

COSC 2436 Programming Fundamentals III
GAME 1394 Special Topics in Animation, Interactive Technology, Video Graphics and Special Effects
GAME 2342 Game Development Using C++ (Project)
GAME 2343 Multi-User Game Programming II
SPCH 1321 Business & Professional Communication

Summer Session

GAME 2359 Game and Simulation Group Project

Total Semester Hours—70

Courses titled in **bold type** represent general education courses.

Visit the TJC Web site @ www.tjc.edu

Game and Simulation Development
Game Design

Advanced Technical Certificate

Prerequisite: Successful completion of Game and Simulation Development Graphics or Programming AAS.

First Year

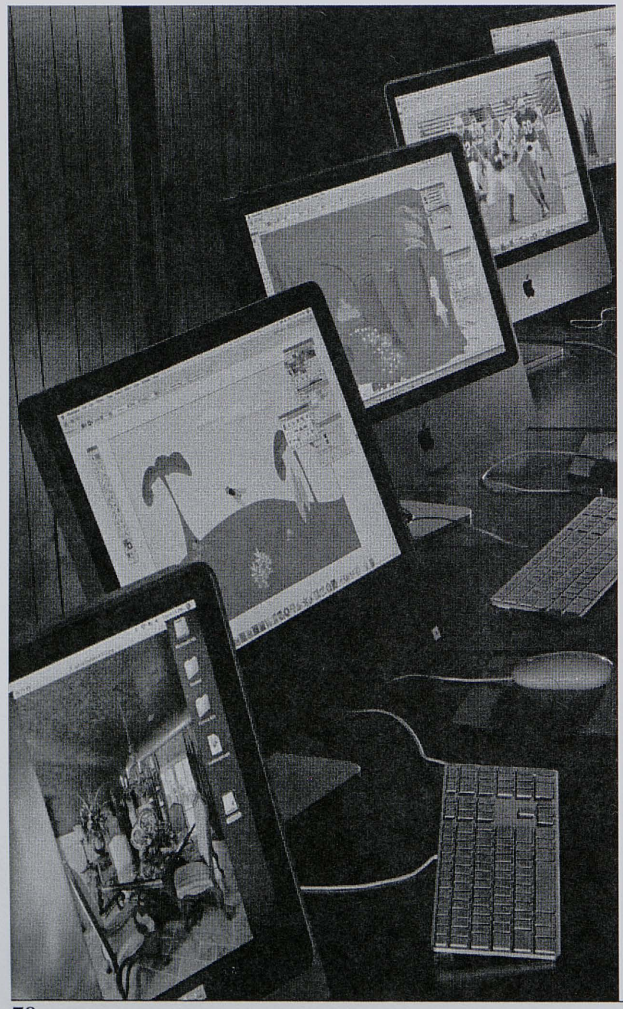
Semester I

GAME 2308 Portfolio for Game Development
GAME 2470 Video Game System Design
ENGL 2307 Creative Writing
COSC 1301 Introduction to Computing ***OR***
BCIS 1405 Business Computer Applications

Semester II

GAME 1404 Level Design
GAME 1212 Game Theory
GAME 2471 Scripting for Video Game Design
GAME 1335 Interactive Writing I
COSC 2425 Computer Organization and Machine Language ***OR***
ARTS 1317 Drawing II

Total Semester Hours—30



General Studies

Associate of Arts / Science

The Associate of Arts / Science in general studies is designed for students desiring to pursue a flexible plan for transfer to a four-year college or university. Students planning to transfer to a four-year college or university are encouraged to meet with an academic advisor at their intended transfer university.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
College-Level Mathematics Elective
Elective

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Visual/Performing Arts
Elective

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
Institutional Option
Elective
Elective

Semester IV

GOVT 2306 Texas Government
SPCH 1311, 1315, 1318 ***OR*** 1321
Social/Behavioral Science
Elective
Elective

Total Semester Hours—62

Geology

Associate of Science

A student majoring in geology must see a Tyler Junior College academic advisor for help in completing a degree plan. Other geology courses offered on demand: mineralogy, petrology, geomorphology and invertebrate paleontology.

First Year

Semester I

ENGL 1301 Composition I
GEOL 1403 Physical Geology (Fall and Summer I only)
CHEM 1411 General Chemistry I
MATH 1314 College Algebra
SPCH 1311, 1315, 1318 ***OR*** 1321 (1321 recommended)

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
GEOL 1404 Historical Geology (Spring and Summer II only)
CHEM 1412 General Chemistry II
MATH 2412 Pre-Calculus Math

Second Year

Semester III

HIST 1301 United States History I
GOVT 2305 Federal Government
PHYS 1401 College Physics I (recommended) (Fall and Summer I only)
Institutional Option
Social/Behavioral Science

Semester IV

HIST 1302 United States History II ***OR***
HIST 2301 Texas History
GOVT 2306 Texas Government
PHYS 1402 College Physics II (recommended) (Spring and Summer II only)
Humanities (ENGL 2332 or 2333 recommended)
Visual/Performing Arts

Total Semester Hours—64

Government

Associate of Arts

The Associate of Arts degree with an emphasis in government is intended to provide students with the first two years of government courses and to prepare them for transfer to an institution that grants a baccalaureate degree. Students who plan to transfer to an institution that grants a baccalaureate degree in order to continue their study of government should refer to the catalog of that institution and consult with a TJC advisor.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
Social/Behavioral Science
Elective

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
College-Level Mathematics Elective
Elective

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government (formerly: American Government)
SPCH 1311, 1315, 1318 or 1321
Elective
Elective

Semester IV

GOVT 2306 Texas Government
Institutional Option
Visual/Performing Arts
Elective
Elective

Total Semester Hours—62

Visit the TJC Web site @ www.tjc.edu

Graphic Design/Photography

Associate of Applied Science

Students completing this program may receive a Certificate of Proficiency or an Associate of Applied Science degree. The AAS degree plan is a two-year, post-secondary technical program designed to meet the needs of the student desiring to enter the field of visual communications, graphic design, or commercial photography.

First Year

Semester I

PHTC 1311 Fundamentals of Photography
ARTC 1305 Basic Graphic Design
ARTC 1313 Digital Publishing I
ARTS 1316 Drawing I
ENGL 1301 Composition I

Semester II

PHTC 2301 Intermediate Photography
ARTC 2348 Digital Publishing III (S)
GRPH 1359 Vector Graphics for Production (S)
IMED 1301 Introduction to Digital Media
College-Level Mathematics Elective

Second Year

Semester III

ARTC 2305 Digital Imaging II (F)
PHTC 1345 Illustrative Photography I (F)
IMED 1316 Web Design I (F)
SPCH 1321 Business & Professional Communication
Fine Arts Elective

Semester IV

PHTC 1341 Color Photography I (S)
IMED 2311 Portfolio Development (Capstone) (S)
GRPH 2336 Prepress Techniques
IMED 2315 Web Design II (S)
Social/Behavioral Science Elective

Total Semester Hours—60

Courses titled in **bold type** represent general education courses.

(F)=Fall only; (S)=Spring only.

Graphic Design/Photography

Graphic Design

Certificate of Proficiency

First Year

Semester I

PHTC 1311 Fundamentals of Photography
ARTC 1305 Basic Graphic Design
ARTC 1313 Digital Publishing I

Semester II

ARTC 2348 Digital Publishing III (S)
GRPH 1359 Vector Graphics for Production (S)
IMED 1301 Introduction to Digital Media

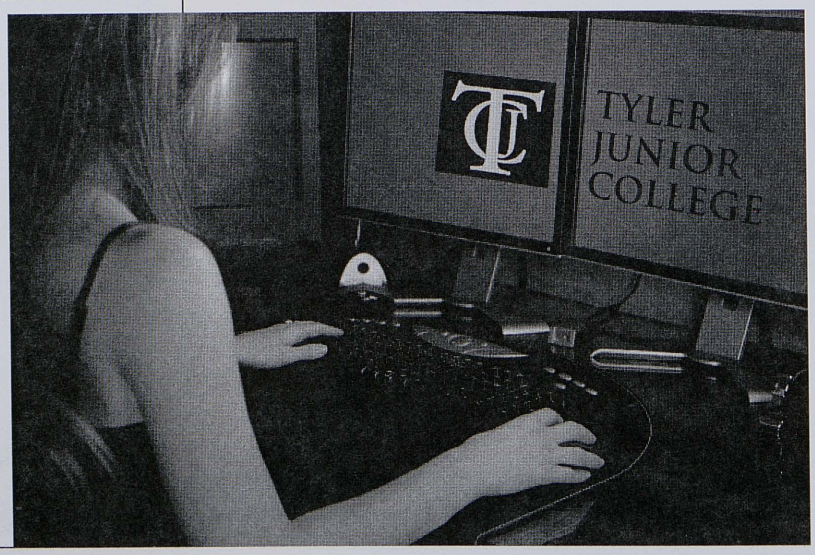
Second Year

Semester III

GRPH 2336 Prepress Techniques (Capstone)
IMED 1316 Web Design I (F)
ARTC 2305 Digital Imaging II (F)

Total Semester Hours—27

(F)=Fall only; (S)=Spring only.



Graphic Design/Photography

Photography

Certificate of Proficiency

First Year

Semester I

PHTC 1311 Fundamentals of Photography
ARTC 1313 Digital Publishing I
IMED 1301 Introduction to Digital Media

Semester II

PHTC 2301 Intermediate Photography
PHTC 1341 Color Photography I (S)

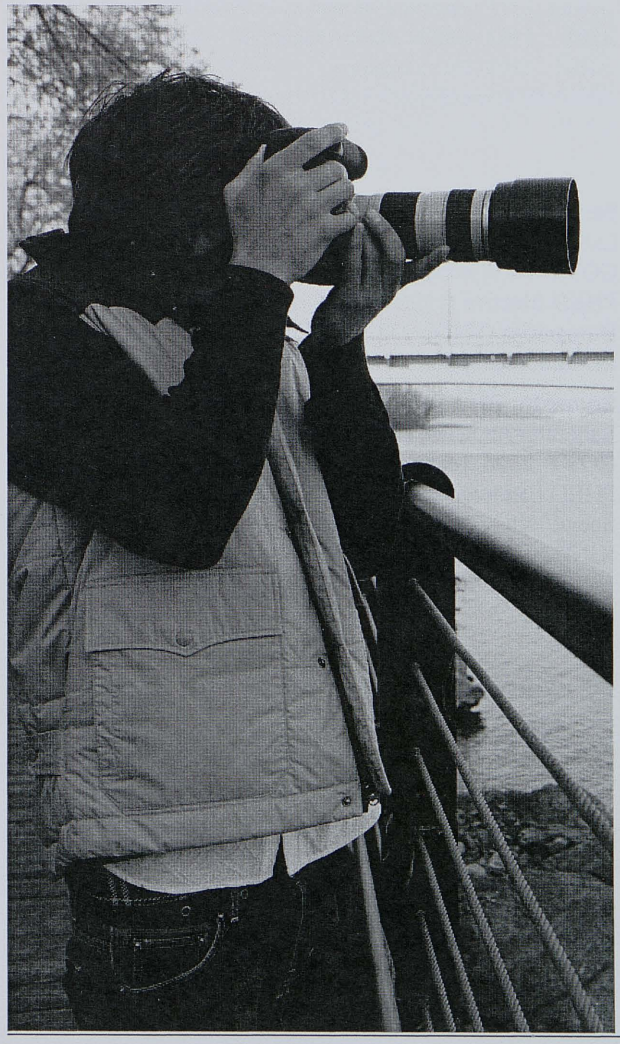
Second Year

Semester III

PHTC 1345 Illustrative Photography I (Capstone) (F)
IMED 1316 Web Design I (F)

Total Semester Hours—21

(F)=Fall only; (S)=Spring only.



Health and Kinesiology

Athletic Training

Associate of Science

The Certified Athletic Trainer is a highly educated and skilled professional specializing in athletic health care. In cooperation with physicians and other allied health personnel, the athletic trainer functions as an integral member of the athletic health care team in secondary schools, colleges and universities, sports medicine clinics, professional sports programs, and other athletic health care settings. Athletic trainers prevent, examine, and treat athletes' injuries. They also work with team doctors to provide physical therapy for athletes who are recovering from injuries and to show athletes how to build their strength and avoid further injury. Other duties may include recommending special diets and exercises, ordering equipment and supplies, and keeping records on the athletes with whom they work. The NATA (National Athletic Trainers' Association) has set forth a core curriculum meant to prepare a student for a career in athletic training. These courses include nutrition, prevention and care of athletic injuries, anatomy and physiology, personal/community health, first aid/CPR, and athletic practicum. The Tyler Junior College athletic training program articulates to senior colleges that offer an accredited Bachelor of Science degree in athletic training. Enrollment in the Tyler Junior College athletic training program is limited. Students should contact the head athletic trainer for application information.

Continues on following page.

Numbering of Courses

The four-letter prefix will be used to identify subject areas as follows:

1st digit: Identifies level
0—developmental,
1—freshman
2—sophomore

2nd digit: Identifies credit hour value

3rd digit: Establishes course sequence.

4th digit: Establishes course sequence.

First Year

Semester I
ENGL 1301 Composition I
College Level Math (Math 1314 recommended)
HIST 1301 United States History I
PHED 1306 First Aid
KINE 1102 Athletics Conditioning
KINE 2170 Taping and Bandaging for Athletic Injuries

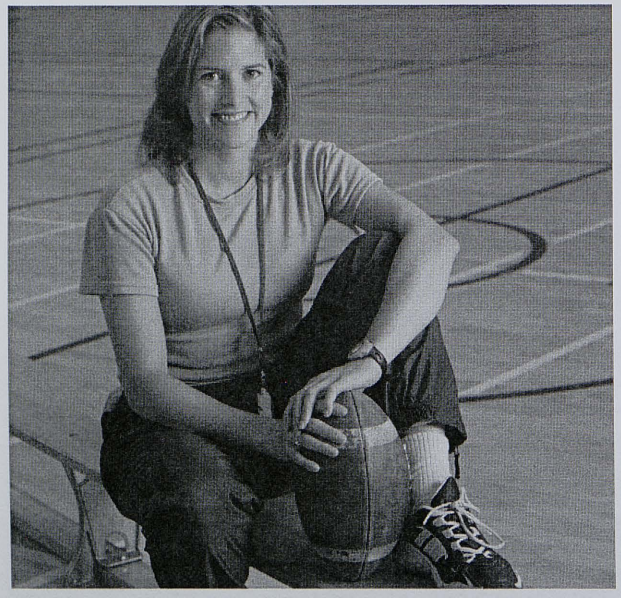
Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
Institutional Option
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Visual/Performing Arts
KINE 1103 Athletics Conditioning
KINE 2356 Prevention and Care of Athletic Injuries

Second Year

Semester III
PSYC 2301 General Psychology
GOVT 2305 Federal Government
Laboratory Science (BIOL 2404 recommended)
KINE 2101 Athletics Conditioning
HECO 1322 Nutrition and Diet Therapy
KINE 1301 Introduction to Kinesiology

Semester IV
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
GOVT 2306 Texas Government
Laboratory Science (BIOL 2401 recommended)
KINE 2102 Athletics Conditioning
Humanities (ENGL 2332 or 2333 recommended)

Total Semester Hours—61



Health and Kinesiology

Health Studies

Associate of Science

An Associate of Science degree with the health studies option will prepare students to enter a variety of fields associated with studies in health career applications. Graduates seek careers in corporate, community, and educational settings in fitness and wellness. Many students continue their education at the baccalaureate and master's levels to prepare for careers in dietetics, physical therapy, pharmacy, medicine, and other related fields.

First Year

Semester I
College Level Math (Math 1314 recommended)
ENGL 1301 Composition I
HIST 1301 United States History I
PHED Elective (PHED 1304 recommended)
Visual/Performing Arts
KINE Elective (1 credit hour)

Semester II
MATH Elective (recommended)
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
PHED Elective (PHED 1305 recommended)
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321

Second Year

Semester III
Laboratory Science (BIOL 2401 recommended)
GOVT 2305 Federal Government
PHED Elective (1306 or 1346 recommended)
Humanities (ENGL 2332 or 2333 recommended)
Institutional Option

Semester IV
Laboratory Science (BIOL 2402 recommended)
GOVT 2306 Texas Government
PHED Elective (1346 or 2306 recommended)
Social/Behavioral Science (3 credit hours)
KINE (1 credit hour)

Total Semester Hours—61

Health and Kinesiology
Kinesiology

Associate of Science

An Associate of Science degree with the kinesiology option will prepare students to enter a variety of fields associated with sports, exercise science, education and/or motor development. Graduates seek careers in corporate, community, and educational settings in fitness and wellness. Many students continue their education at the baccalaureate and master's levels to prepare for careers in coaching, exercise physiology, bio mechanics, sport psychology, sport sociology, and other related fields.

First Year

Semester I

College Level Math (MATH 1314 recommended)
ENGL 1301 Composition I
HIST 1301 United States History I
Health/Kinesiology (3 credit hours; KINE 1301 recommended)
Visual/Performing Arts

Semester II

MATH Elective (MATH 1342 recommended)
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Health/Kinesiology (3 credit hours; KINE 1308 recommended)
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
KINE (1 credit hour)

Second Year

Semester III

Laboratory Science (BIOL 2401 recommended)
GOVT 2305 Federal Government
Health/Kinesiology (3 credit hours)
(PHED 1304, 1305 recommended)
Humanities (ENGL 2332 or 2333 recommended)
KINE (1 credit hour)

Semester IV

Laboratory Science (BIOL 2402 recommended)
GOVT 2306 Texas Government
Health/Kinesiology (3 credit hours)
(PHED 1306 or 1346 recommended)
Social/Behavioral Science
Institutional Option

Total Semester Hours—61

Health and Kinesiology
Outdoor Leadership

Associate of Science

Outdoor leaders typically lead organized groups on educational and/or recreational outing activities. They often specialize in their own areas of interest including, but not limited to, activities that incorporate aspects of camping, backpacking, rockclimbing, paddlesports, ropes course facilitation, mountain biking, and fundamental outdoor skills. Competent outdoor leaders must possess technical skills, as well as the ability to understand and manage interpersonal group dynamics and safety for self and others. Career options may include opportunities with organized camps, educational settings, interpretive positions, and/or ecotourism ventures.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
KINE 1328 Introduction to Outdoor Education
Visual/Performing Arts
College-Level Mathematics Elective
KINE 1140, 1141, 1142, 1143, 1144, 1145, 2140, 2141, 2142, 2144, or 2145

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
PHED 1306 First Aid
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
Institutional Option
KINE 1140, 1141, 1142, 1143, 1144, 1145, 2140, 2141, 2142, 2144, or 2145

Second Year

Semester III

Laboratory Science (BIOL 2401 recommended)
GOVT 2305 Federal Government
KINE 1336 Introduction to Recreation I
(formerly: Outdoor Leadership I)
Humanities (ENGL 2332 or 2333 recommended)
KINE 1140, 1141, 1142, 1143, 1144, 1145, 2140, 2141, 2142, 2144, or 2145

Semester IV

Laboratory Science (BIOL 2402 recommended)
GOVT 2306 Texas Government
KINE 1337 Introduction to Recreation II
(formerly: Outdoor Leadership II)
Social/Behavioral Science
KINE 1140, 1141, 1142, 1143, 1144, 1145, 2140, 2141, 2142, 2144, or 2145

Total Semester Hours—60

Health Information Technology

Associate of Applied Science

This degree is offered totally online*; see www.tjc.edu for more information. Enrollment in this program is limited. See Special Admissions requirements in the Admission section of this *Catalog*. Contact department chair for details.

The Health Information Technician works in a hospital, clinic, nursing home or other health facility and is responsible for many aspects of preparing, analyzing and preserving health information needed by the patients, by the hospital and by the public. Duties include reviewing medical records for completeness and accuracy and also translating diseases and operations into the proper coding symbols, filing medical records, preparing records, compiling statistics, assisting the medical staff by preparing special studies and tabulating data from records for research. Supervising the day-to-day operation of a health information department, taking records to court and maintaining the flow of health information to departments of the hospital are also part of the total work picture.

Students successfully completing the two-year program are eligible to receive an Associate of Applied Science degree in health information technology and apply for the Registered Health Information Technician (RHIT) exam. The program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

Department-specific courses must be taken in sequence and may have a prerequisite course. All required courses of the HIT program must be completed with a "C" or better in order to progress to the next level course.

All courses with **bold type** titles may be taken prior to acceptance into the program.

*Every course in the degree plan can be taken online except BIOL 2401 and BIOL 2402 labs.

First Year

Semester I

ENGL 1301 Composition I
BIOL 2401 Anatomy and Physiology I
HITT 1305 Medical Terminology I
HITT 1401 Health Data Content and Structure
Social/Behavioral Science Elective

Semester II

BIOL 2402 Anatomy and Physiology II
HITT 1303 Medical Terminology II
HITT 1445 Health Care Delivery Systems
POFM 1300 Medical Coding Basics
COSC 1301 Introduction to Computing

Second Year

Semester III

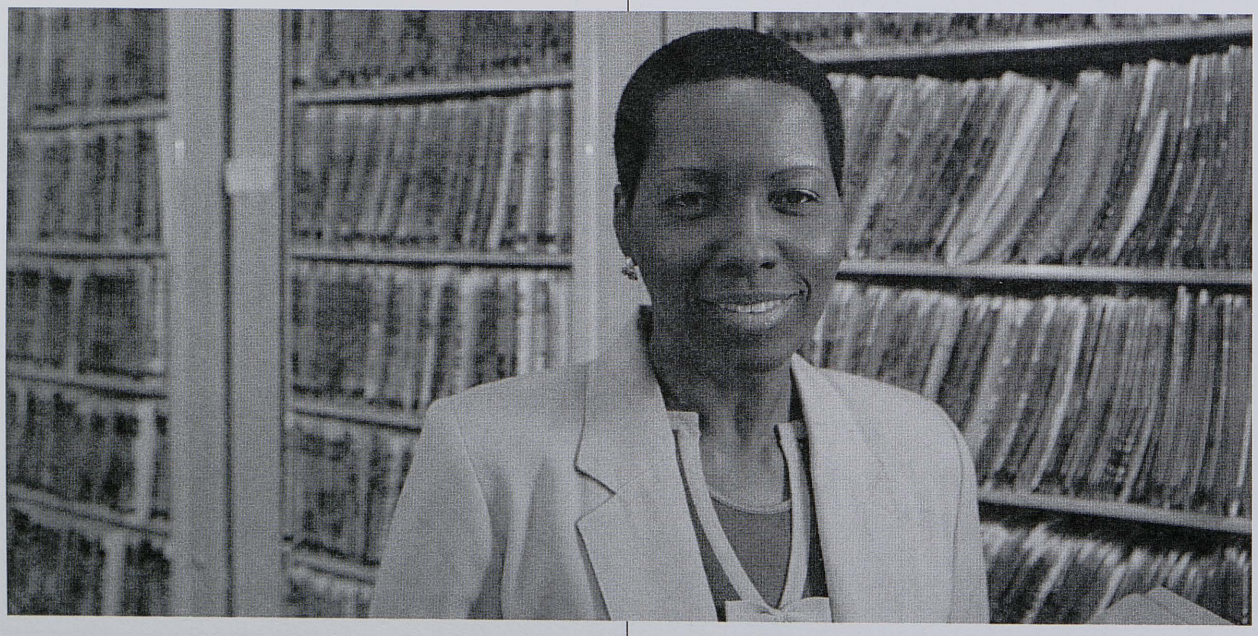
HITT 1167 Practicum—Health Information Technology
HPRS 2301 Pathophysiology
HITT 1353 Legal and Ethical Aspects of Health Information
HITT 1341 Coding and Classification Systems
HITT 1311 Computers in Health Care
POFM 1327 Medical Insurance
SPCH 1321 Business & Professional Communication

Semester IV

HITT 1266 Practicum—Health Information Technology (Capstone Course)
HITT 2339 Health Information Organizing and Supervision
HITT 2335 Coding and Reimbursement Methodologies
HITT 2343 Quality Assessment and Performance Improvement
Humanities/Fine Arts Elective

Total Semester Hours—68

Courses titled in **bold type** represent general education courses.



Heating, Air Conditioning and Refrigeration Technology

Associate of Applied Science

The curriculum is designed to prepare the student to assist in planning, installing, operating and maintaining air conditioning and refrigeration equipment. The required technical information is presented and related skills are developed which will enable the graduate to function efficiently when working with engineers, system designers, skilled craftsmen, salespersons and others in the field.

First Year

Semester I

HART 1401 Basic Electricity for HVAC
HART 1407 Refrigeration Principles
HART 1310 HVAC Shop Practices and Tools
HART 1300 HVAC Duct Fabrication
ENGL 1301 Composition I

Semester II

HART 1403 Air Conditioning Control Principles
HART 1441 Residential Air Conditioning
HART 1445 Gas and Electric Heating
COSC 1301 Introduction to Computing
College-Level Mathematics Elective

Second Year

Semester III

HART 2442 Commercial Refrigeration
HART 2438 Air Conditioning Installation and Startup
HART 2445 Residential Air Conditioning Systems Design
Social/Behavioral Science Elective

Semester IV

HART 2449 Heat Pumps
HART 2436 Air Conditioning Troubleshooting (Capstone)
HART 2457 Specialized Commercial Refrigeration
SPCH 1321 Business & Professional Communication
Humanities/Fine Arts Elective

Total Semester Hours—68

Courses titled in **bold type** represent general education courses.

Applicants must meet the admission requirments for TJC and achieve minimum scores on tests for Bennett Mechanical Comprehension and Reading.

Heating, Air Conditioning and Refrigeration Technology

Air Conditioning

Certificate of Proficiency

First Year

Semester I

HART 1401 Basic Electricity for HVAC
HART 1407 Refrigeration Principles
HART 1310 HVAC Shop Practices and Tools
HART 1300 HVAC Duct Fabrication

Semester II

HART 1403 Air Conditioning Control Principles
HART 1441 Residential Air Conditioning
HART 1445 Gas and Electric Heating

Second Year

Semester III

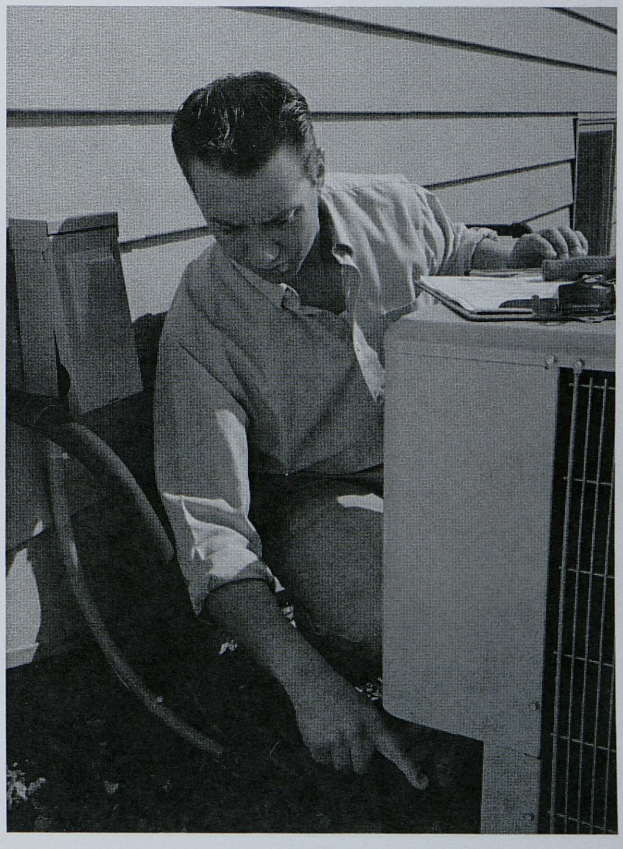
HART 2438 Air Conditioning Installation and Startup
HART 2445 Residential Air Conditioning Systems Design

Semester IV

HART 2449 Heat Pumps (Capstone)
HART 2436 Air Conditioning Troubleshooting

Total Semester Hours—42

Applicants must meet the admission requirments for TJC and achieve minimum scores on tests for Bennett Mechanical Comprehension and Reading.



Heating, Air Conditioning and Refrigeration Technology

Commercial Refrigeration

Certificate of Proficiency

Semester I

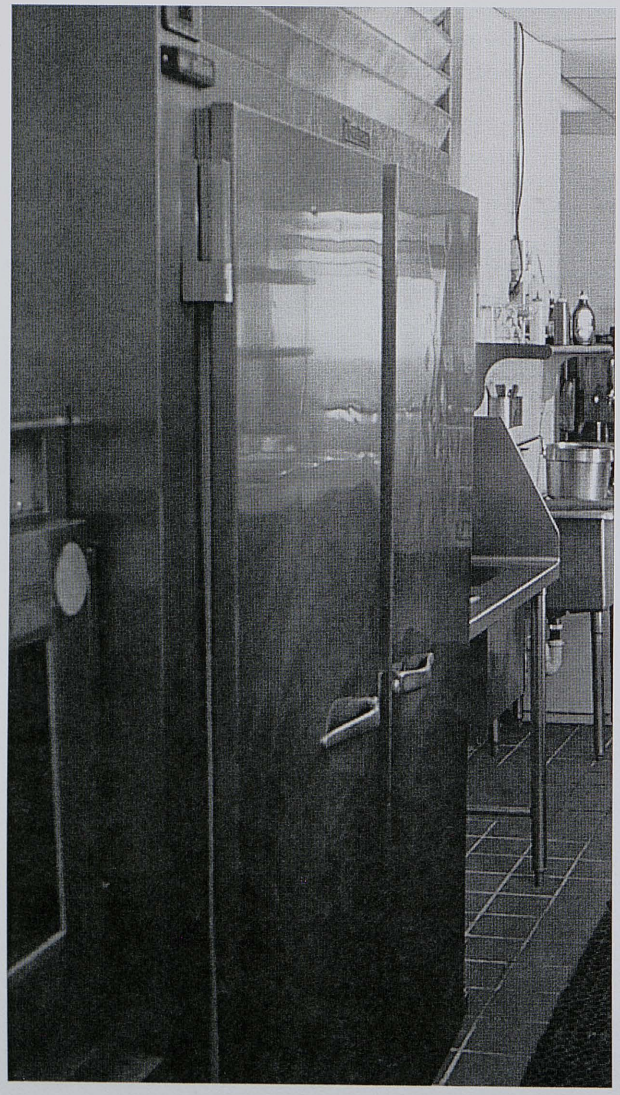
HART 1401 Basic Electricity for HVAC
HART 1407 Refrigeration Principles
HART 1310 HVAC Shop Practices and Tools
HART 2442 Commercial Refrigeration

Semester II

HART 1403 Air Conditioning Control Principles
HART 2457 Specialized Commercial Refrigeration (Capstone)
COSC 1301 Introduction to Computing

Total Semester Hours—26

Applicants must meet the admission requirments for TJC and achieve minimum scores on tests for Bennett Mechanical Comprehension and Reading.



History

Associate of Arts

The Associate of Arts degree with an emphasis in history is intended to provide students with the first two years of United States History and Western Civilization, in addition to a broad selection of liberal arts courses transferable to a four-year institution.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
Social/Behavioral Science
Elective

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
College-Level Mathematics Elective
Elective

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
SPCH 1311, 1315, 1318 or 1321
Elective
Elective (HIST 2311 suggested)

Semester IV

GOVT 2306 Texas Government
Institutional Option
Visual/Performing Arts
Elective
Elective (HIST 2312 suggested)

Total Semester Hours—62

Horticulture

Associate of Science

Employment in the horticulture industry is varied. Opportunities exist in production, sales/marketing, recreational uses, and technology. The department of life sciences and agriculture offers an Associate of Science degree in horticulture. This degree is designed primarily for students planning on transferring to a senior college or university to receive a baccalaureate degree in the following general areas: horticulture, landscape design, turf-grass management, and similar areas. TJC course offerings include the basic introductory agriculture classes that are generally considered core agriculture classes at the university level. Students are encouraged to visit with an advisor to ensure the best combination of courses to fit their career goals.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
AGRI Horticulture Elective (3 or 4 Hours)
Visual/Performing Arts
College Level Math (MATH 1314 recommended)

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
AGRI Horticulture Elective (4 Hours)
(AGRI 1415 recommended)
Institutional Option
(AGRI 1309 recommended)
Elective (additional MATH course suggested)

Second Year

Semester III

GOVT 2305 Federal Government
Humanities (ENGL 2332 or 2333 recommended)
Biology Laboratory Science
(BIOL 1411 suggested)
AGRI Horticulture Elective (3 or 4 Hours)
(AGRI 1413 recommended)

Semester IV

GOVT 2306 Texas Government
SPCH 1311, 1315, 1318, or 1321
Social/Behavioral Science
Biology Laboratory Science
AGRI Horticulture Elective (3 or 4 Hours)
(AGRI 1407 recommended)

Total Semester Hours—60

Human Services: Addiction Counselor Training Program

Associate of Applied Science

The Human Services: Addiction Counselor Training program at Tyler Junior College provides the educational and practicum hours necessary for partial fulfillment of Texas state licensing requirements to become a Licensed Chemical Dependency Counselor. Current state requirements for licensure include:

1. Completion of an associate's degree.
2. Completion of 300 hours of practicum experience under the auspices of an accredited institution of higher education or proprietary school.
3. Passing a comprehensive written examination and an oral exam based on a case study prepared by the candidate. The Texas Certification Board of Addiction Professionals conducts the exams.
4. Completion of at least 4,000 hours of supervised work experience following the State Department of Health Services (formerly TCADA) standards.

This program is accredited by the State Department of Health Services.

A student may earn an Associate of Applied Science degree (AAS) from Tyler Junior College. **Students graduating with the AAS degree may continue their studies by submitting their degree to cooperating senior colleges to be accepted as an "inverted degree."** Contact the department chair or academic advisor for more information.

Students enrolled in developmental courses are restricted to DAAC 1391, 2307 and 1319 until all required developmental courses have been completed.

A Human Services: Addiction Counselor Training program student must earn at least a grade of "C" in all courses needed for graduation.

First Year

Semester I

DAAC 1391 Special Topics in Alcohol/Drug Abuse Counseling
DAAC 2307 Addicted Family Intervention
DAAC 1319 Introduction to Alcohol & Other Drug Addictions
SOCI 1306 Social Problems
Math/Science Elective

Semester II

CMSW 1341 Behavior Modification & Cognitive Disorder
DAAC 1304 Pharmacology of Addiction
DAAC 2330 Multicultural Counseling
DAAC 1311 Counseling Theories
COSC 1301 Introduction to Computing

Summer I or II

ENGL 1301 Composition I
PSYC 2301 General Psychology

Second Year

Semester III

DAAC 1305 Co-Occurring Disorders
DAAC 1309 Assessment Skill
DAAC 1317 Basic Counseling Skills
DAAC 2354 Dynamics of Group Counseling
ENGL 1302 Composition II

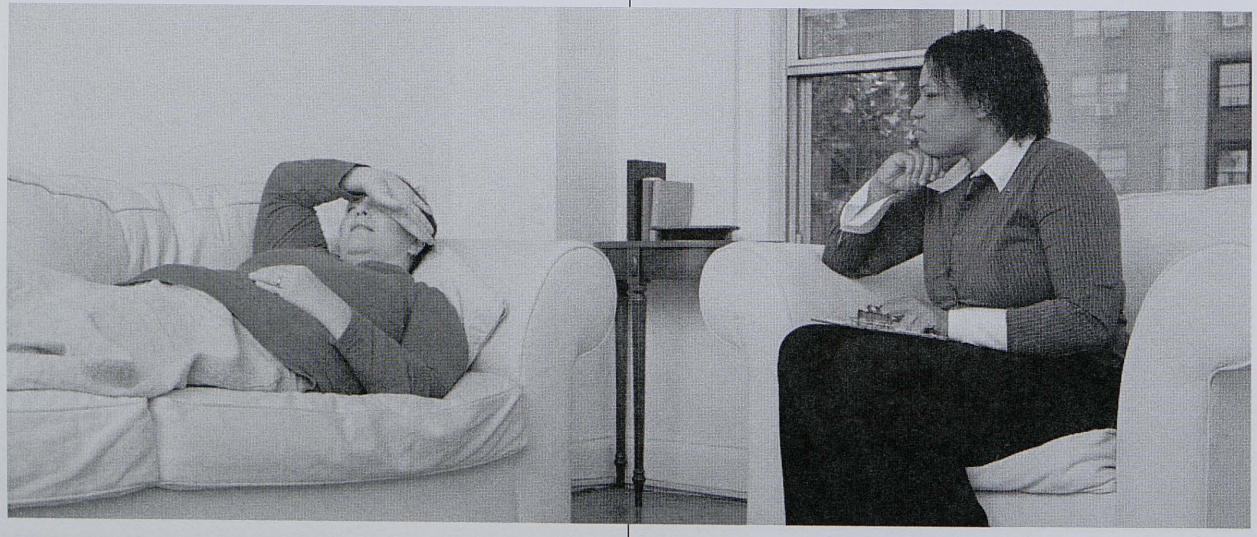
Semester IV

DAAC 2341 Counseling Alcohol & Other Drug Abuse
DAAC 2343 Current Issues
DAAC 2367 Practicum (Capstone Course)
Speech Elective
Humanities/Fine Arts Elective

Total Semester Hours—66

Students must consult with an academic advisor before enrolling in courses each semester. Courses must be taken in sequence and may have a prerequisite course. All entering students must see the department chair in order to attend orientation. Courses must be completed with a "C" or better for completion of degree.

Courses titled in **bold type** represent general education courses.



Liberal Arts

English

Associate of Arts

This Associate of Arts degree in the liberal arts with an emphasis on English provides students with the first two years toward the Bachelor of Arts degree.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
College-Level Mathematics Elective
Elective (Foreign Language suggested)

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Visual/Performing Arts
Elective (Foreign Language suggested)

Second Year

Semester III
Humanities (ENGL 2322, 2332 or 2327 suggested)
GOVT 2305 Federal Government
Institutional Option
Elective (Foreign Language suggested)
Elective

Semester IV
Elective (ENGL 2323, 2328, or 2333 suggested)
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
Social/Behavioral Science
GOVT 2306 Texas Government
Elective (Foreign Language suggested)

Total Semester Hours—62

Mathematics

Associate of Science

The Associate of Science degree in mathematics has been designed to meet the needs of students in specific areas of study, such as applied studies (technology), liberal arts, business, elementary education, science, engineering, and mathematics.

First Year

Semester I
ENGL 1301 Composition I
HIST 1301 United States History I
MATH 2413 Calculus I
Institutional Option

Semester II
ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
MATH 2414 Calculus II
Laboratory Science

Summer Session
Social/Behavioral Science

Second Year

Semester III
GOVT 2305 Federal Government
MATH 2415 Calculus III
Laboratory Science
Elective
Elective

Semester IV
GOVT 2306 Texas Government
MATH 2320 Differential Equations (recommended) (S)
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
Visual/Performing Arts
Humanities (ENGL 2332 or 2333 recommended)

Total Semester Hours—62

NOTE: *Students who do not qualify to begin MATH 2413 during the first semester are encouraged to take MATH 1314 and/or MATH 2412, the math prerequisites, in the summer prior to their first semester in College. A grade of "C" or higher is required to progress through the math sequence. The mathematics class in which the student is allowed to enroll is based upon placement test scores or mathematics courses completed in College. Fifteen hours of mathematics is recommended in this degree plan.*

A minimum of 12 hours of mathematics to be selected from MATH 2412, 2413, 2414, and 2415 is required for an Associate of Science degree with an emphasis in mathematics.

(S)=Spring only.

Medical Laboratory Technology

Associate of Applied Science

Tyler Junior College offers a two-year program designed to provide understanding, proficiency and skill in medical laboratory technology. Upon completion of the program, the student will be granted an Associate of Applied Science degree and is eligible to apply for admission to sit for the certification examination administered by the American Society of Clinical Pathologists (ASCP), or other certifying agencies for medical laboratory technology. This program is accredited by the National Accrediting Agency for Clinical Laboratory Science (NAACLS), [5600 N. River Rd., Suite 720, Rosemont, IL 60018; telephone: 773–714–8880; FAX: 773–714–8886; e-mail: naaclsinfo@naacls.org; Web site: www.naacls.org].

A balanced curriculum of general education and medical laboratory technology courses offers the student an opportunity for cultural development as well as occupational competence. Clinical instruction is given at assigned affiliate hospitals under the general supervision of faculty employed by Tyler Junior College and a clinical preceptor. It is expected that when a student has completed the program, he/she should be able to perform in all general areas of the clinical laboratory.

All required courses of the MLT associate degree curriculum must be completed with a final grade of "C" or better. All medical laboratory technology courses (MLAB) and (PLAB) must be passed with a minimum grade of a 75 "C" as stipulated in the grading policy outlined in the *Tyler Junior College Medical Laboratory Technology Student Handbook.* Receiving a final grade below a "C" in any prerequisite course will result in the student being placed on program academic probation or lead to program dismissal until the deficiency has been removed. The student may not progress until deficiency has been removed.

Enrollment in this program is limited. See the Special Admissions requirements in the Admission section of this *Catalog.*

Prerequisite for application: CHEM 1406 Introductory Chemistry I - Allied Health Emphasis or CHEM 1411 General Chemistry I

(Note: BIOL 2401 Anatomy and Physiology I can be substituted — see "Note" below or see Nursing and Health Sciences academic advisor or department chair.)

First Year

Semester I

MLAB 1201 Introduction to Clinical Lab Science
PLAB 1223 Phlebotomy
MLAB 1415 Hematology
BIOL 2420 Microbiology for Non-Science Majors
ENGL 1301 Composition I

Semester II

MLAB 2534 Microbiology
MLAB 1331 Parasitology/Mycology
MLAB 1335 Immunology/Serology
BIOL 2401 Anatomy and Physiology I

Summer Session I

Computer Science Elective (BCIS 1405, COSC 1301)
Humanities/Fine Arts Elective

Summer Session II

MLAB 1311 Urinalysis and Body Fluids
Speech Elective

Second Year

Semester III

MLAB 2501 Chemistry
MLAB 2431 Immunohematology
MLAB 1227 Coagulation
BIOL 2402 Anatomy and Physiology II

Semester IV

MLAB 2466 Practicum I
MLAB 2238 Advanced Topics in Medical Laboratory Technician/Assistant

Summer Session I

MLAB 2267 Practicum II (Capstone Course)
Social Science Elective**

Total Semester Hours—72

Note: CHEM 1406 or 1411 or BIOL 2401 must be completed with a "C" or better before application to the medical laboratory technology program. Students substituting BIOL 2401 as the prerequisite for application to the program will still be required to complete CHEM 1406 or CHEM 1411 as part of the AAS degree.

*** Must be in psychology or sociology.*

All courses with **bold-type titles** *may be taken prior to acceptance into program.*

Special admissions and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for degree completion. Contact the department chair for details.

Medical Office Management

Associate of Applied Science

The medical office management program is designed to provide professionally trained administrative assistants who will promote the smooth day-to-day operation of a medical office or department within a health care facility.

First Year

Semester I

HITT 1305 Medical Terminology I
POFM 1309 Medical Office Procedures
POFM 1327 Medical Insurance
POFT 1301 Business English
ITSW 1301 Introduction to Word Processing

Semester II

HITT 1303 Medical Terminology II
POFM 1300 Medical Coding Basics
HRPO 2307 Organizational Behavior
POFM 1302 Medical Software Applications
POFT 1321 Business Math

Second Year

Semester III

POFM 2310 Intermediate Medical Coding
BIOL 2404 Anatomy & Physiology
PSYC 2302 Applied Psychology
ENGL 1301 Composition I
SPCH 1321 Business & Professional Communication

Semester IV

ITSW 1304 Introduction to Spreadsheets
ACNT 1303 Introduction to Accounting I
ENGL 2311 Technical & Business Writing
POFM 2380 Cooperative Education—
Medical Administrative Assistant/Secretary
(Capstone)
Humanities/Fine Arts Elective

Total Semester Hours—61

Courses titled in **bold type** represent general education requirements.

(F) = Fall only; (S) = Spring only.

Medical Office Management

Certificate of Proficiency

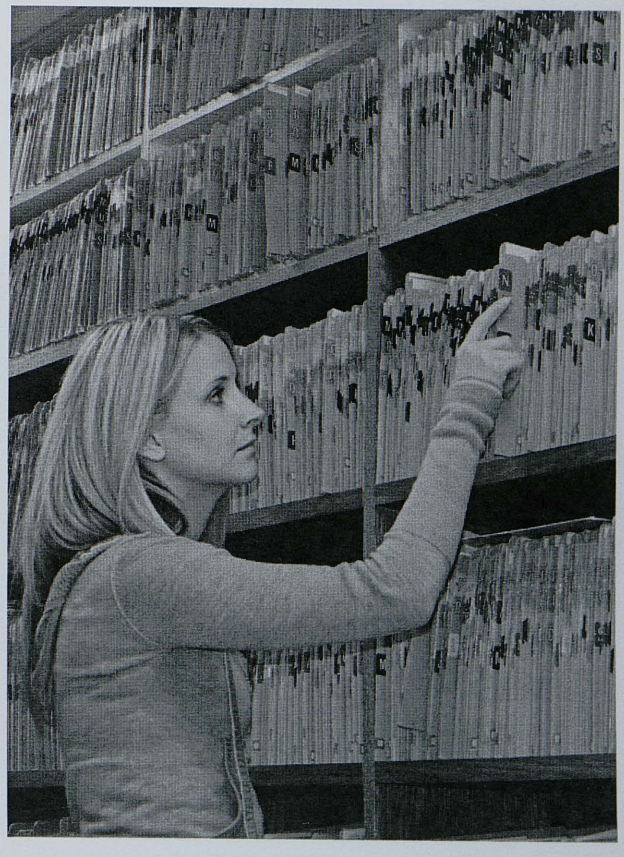
Semester I

HITT 1305 Medical Terminology I
POFM 1309 Medical Office Procedures
POFM 1327 Medical Insurance
POFT 1301 Business English
POFT 1321 Business Math
ITSW 1301 Introduction to Word Processing

Semester II

HITT 1303 Medical Terminology II
POFM 1300 Medical Coding Basics
HRPO 2307 Organizational Behavior
ITSW 1304 Introduction to Spreadsheets
POFM 1302 Medical Software Applications
POFT 1313 Professional Workforce (Capstone) (S)

Total Semester Hours—36



Medical Office Management
Medical Insurance Coding Specialist

Certificate of Proficiency

The Medical Insurance Coding Specialist Certificate of Proficiency is designed to prepare qualified individuals to pursue national certifications in medical coding. The curriculum alone is not sufficent to guarantee employment as a medical coder.

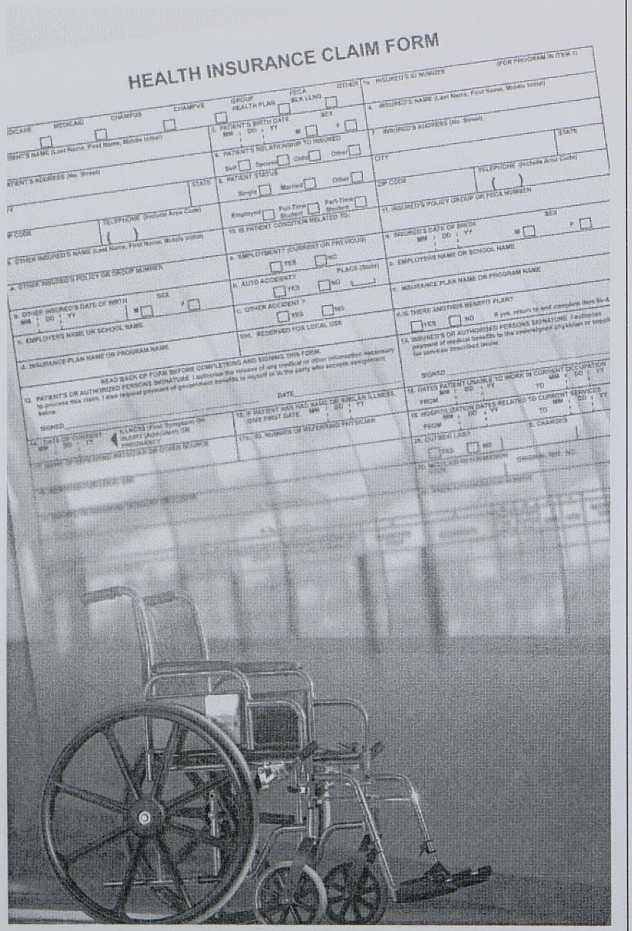
Semester I

HITT 1305 Medical Terminology I
POFM 1300 Medical Coding Basics
POFM 1327 Medical Insurance

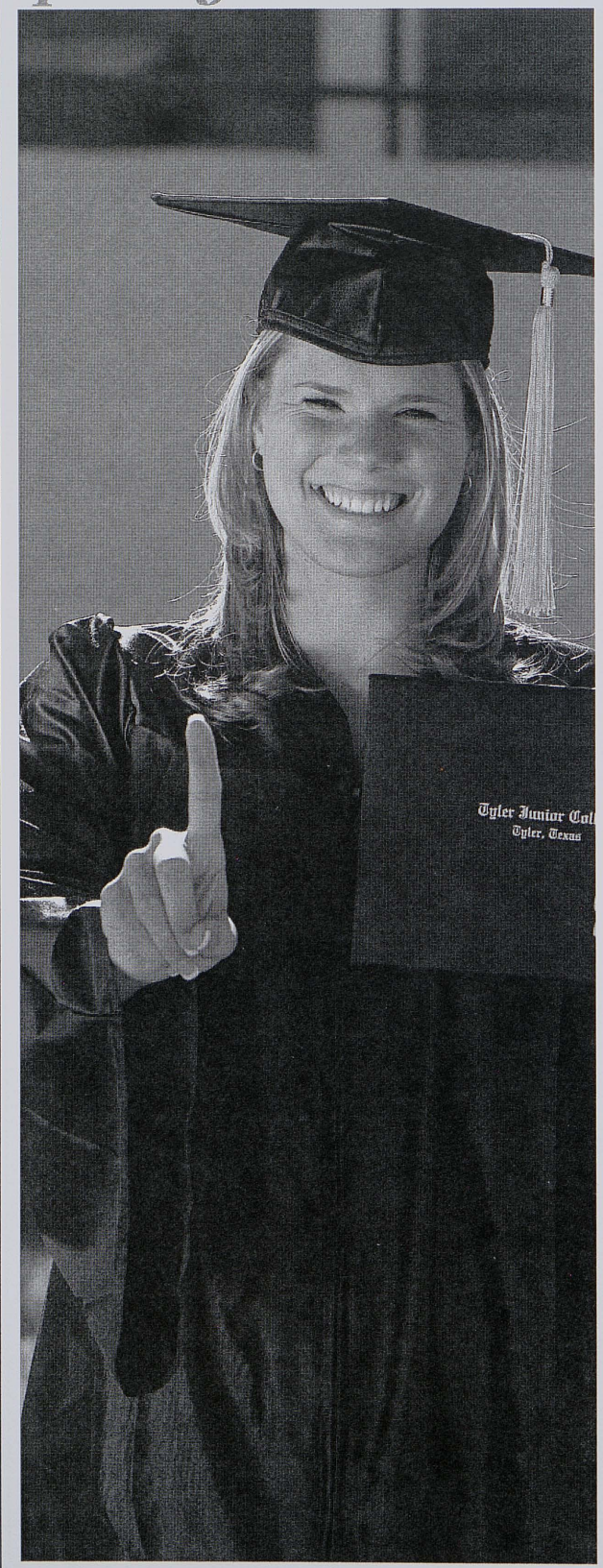
Semester II

HITT 1303 Medical Terminology II
BIOL 2404 Anatomy and Physiology
POFM 2310 Intermediate Medical Coding

Total Semester Hours—19



Promise 1: quality education



Music

Associate of Arts — Field of Study

The Associate of Arts degree with an emphasis in music provides the approved field of study for all music majors intending to transfer upon degree completion to a college or university. The curriculum offers the required music theory, ear training, keyboard skills, music literature, applied study, and ensemble participation that all music majors must complete during their freshman and sophomore years.

Students should consult with the college or university they plan on attending before taking additional courses beyond those outlined in the Associate of Arts in music field of study.

First Year

Semester I

MUSI 1311 Music Theory I (F)
MUSI 1116 Elementary Sight Singing & Ear Training I (F)
Ensemble
Applied Concentration*
Class Piano Secondary**
MUSI 1308 Music Literature I (F)
HIST 1301 United States History I

Semester II

MUSI 1312 Music Theory II (S)
MUSI 1117 Elementary Sight Singing & Ear Training II (S)
Ensemble
Applied Concentration*
Class Piano Secondary**
College-Level Math
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
SPCH 1315 Public Speaking ***OR***
SPCH1321 Business & Professional Communication

Second Year

Semester III

MUSI 2311 Music Theory III (F)
MUSI 2116 Advanced Sight Singing & Ear Training I (F)
Ensemble
Applied Concentration*
Applied Secondary**
ENGL 1301 Composition I
GOVT 2305 Federal Government
Behavioral Science Elective

Semester IV

MUSI 2312 Music Theory IV (S)
MUSI 2117 Advanced Sight Singing & Ear Training II (S)
Ensemble
Applied Concentration*
Applied Secondary**
ENGL 1302 Composition II ***OR***
ENGL2311 Technical & Business Writing
GOVT 2306 Texas Government

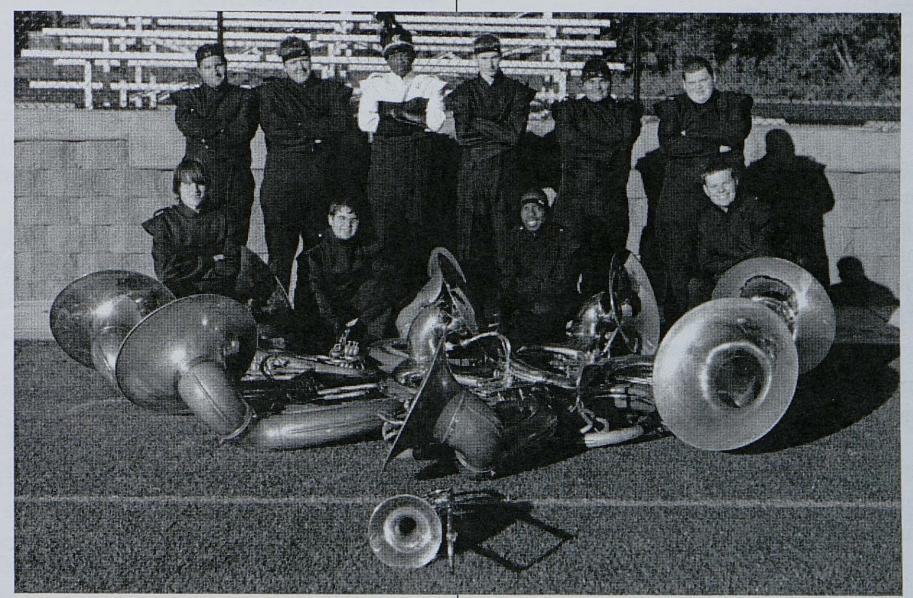
Total Semester Hours—62

** Concentration must be a two-credit lesson and may be in any brass, woodwind, string, or percussion instrument; piano, guitar, or voice.*
*** Secondary must be piano if it was not chosen as an emphasis. Music majors must take a piano placement test.*

NOTE: Music majors are strongly encouraged to lighten their course load by enrolling in summer classes. Vocal students are encouraged to audition for the following vocal performing groups: Concert Choir, TJC Harmony and Understanding, and Chamber Singers. Opera Workshop and Italian Diction are considered electives. In addition to the instrumental ensembles MUEN 1127 and 1128, instrumental students are encouraged to audition for the following instrumental performing groups: Apache Pan Ensemble, Apache Indoor Percussion Theatre, Guitar Ensemble, Instrumental Chamber Ensemble, String Ensemble, Jazz Band, and Wind Ensemble.

(F)=Fall only; (S)=Spring only.

vibrant student life



Musical Theatre

Associate of Arts

The Associate of Arts degree with an emphasis in musical theatre is designed to prepare students as "triple threats" for the Broadway musical theatre. This unique interdisciplinary A.A. program, jointly sponsored by the TJC Departments of Music and Theatre, offers a two-year sequence of courses in acting, voice, music and dance. Musical theatre majors take acting courses with the acting majors, but add courses in piano, musical theatre, two years of private voice study, plus extensive dance training in jazz and ballet. These students, with instruction in music, dance, and theatre, develop their skills through classroom, workshop, and varied performance opportunities.

Students should consult with the college or university that they plan on attending before taking additional courses beyond those outlined in the musical theatre degree plan.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
College-Level Math (3 Hours)
Social/Behavioral Science
MUAP 1181 Voice (F)
MUSI 1181 Piano Class I
DRAM 1351 Acting I

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
DRAM 2336 Voice for the Theatre (S)
DANC 1147 Jazz Dance I
MUAP 1182 Voice (S)
MUSI 1182 Piano Class II (S)
MUSI 1159 Musical Theatre I (S)
Laboratory Science

Summer Session I

DRAM 1310 Introduction to Theatre ***OR***
MUSI 1306 Music Appreciation

Second Year

Semester III

GOVT 2305 Federal Government
Laboratory Science
DRAM 1341 Makeup
DANC 1141 Ballet I
MUAP 2181 Voice (F)
SPCH 1311, 1315, 1318 or 1321

Semester IV

GOVT 2306 Texas Government
Institutional Option
Humanities
DRAM 1352 Acting II (S)
MUAP 2182 Voice (S)
MUSI 2159 Musical Theatre II (S)

Total Semester Hours—66

(F)=Fall only; (S)=Spring only.

Nursing, Associate Degree (ADN)

Associate of Applied Science

Enrollment in this program is limited. See the Special Admissions requirements in the Admission section of this *Catalog.*

Lower-division nursing content is offered at community colleges through one of two general types of programs: blocked or integrated. Tyler Junior College associate degree nursing program utilizes a blocked curriculum; therefore, students requesting transfer from an integrated curriculum may be required to repeat content of some courses.

The associate degree nursing program is a four semester and two summer sessions curriculum. The associate degree graduate, after adequate orientation, begins to practice as a staff nurse in a hospital or other health care setting. Through assessment of the individual, the graduate plans, implements and evaluates direct nursing care for individuals and/or groups. The graduate is able to monitor and direct peers and ancillary workers in the technical aspects of nursing care.

The associate degree nursing program also offers a licensed vocational nurse (LVN) to associate degree nursing transition option for currently licensed LVN's. (See page 95: LVN-ADN Transition option.) Upon successful completion of the transition courses which are RNSG 1327 - Transition from Vocation to Professional Nursing and RNSG 1160 - Clinical Nursing, the transition student will earn an additional nineteen (19) credit hours of equivalency credit. The transition option graduate will have earned a minimum total of 71 credit hours and the associate of applied science degree in nursing.

Having graduated from Tyler Junior College with an Associate of Applied Science degree in nursing, the graduate is qualified to apply for the National Council Licensure Examination for Registered Nurses. This program is accredited by the Texas Board of Nursing.

All required courses of the associate degree curriculum must be completed with a "C" or better. The student who has **not** received a "C" or better **in any prerequisite course** may not progress until the deficiency has been removed.

All science courses and PSYC 2314 must have been completed within seven years of the time required in the curriculum or must be repeated. BIOL 2401 and PSYC 2314 must be completed prior to application to the ADN program.

All students, especially those with English as a second language, are recommended to take Medical Terminology prior to enrolling in nursing courses.

First Year

Prerequisites:

BIOL 2401 Anatomy and Physiology I
PSYC 2314 Lifespan Growth and Development

First Year

Semester I

RNSG 1146 Legal and Ethical Issues for Nurses
RNSG 1215 Health Assessment
RNSG 1513 Foundations for Nursing Practice
RNSG 1260 Clinical Nursing I
BIOL 2402 Anatomy and Physiology II*

Semester II

RNSG 1301 Pharmacology
RNSG 1441 Common Concepts of Adult Health (8 weeks)
RNSG 1162 Clinical Nursing II (8 weeks)
RNSG 1443 Complex Concepts of Adult Health (8 weeks)
RNSG 1163 Clinical Nursing III (8 weeks)
ENGL 1301 Composition I*

Summer Session I or II

ENGL 1302 Composition II
Humanities/Fine Arts Elective
PSYC 2301 General Psychology

Second Year

Semester III

RNSG 2208 Maternal/Newborn Nursing and Women's Health (8 weeks)
RNSG 2160 Clinical Nursing IV (8 weeks)
RNSG 2201 Care of Children and Families (8 weeks)
RNSG 2170 Clinical Nursing IX (8 weeks)
RNSG 1293 Special Topics M/CH
BIOL 2420 Microbiology for Non-Science Majors*

Semester IV

RNSG 2213 Mental Health Nursing (7 weeks)
RNSG 2161 Clinical Nursing VI (7 weeks)
RNSG 2331 Advanced Concepts of Adult Health (7 weeks)
RNSG 2262 Clinical Nursing VII (6 weeks)
RNSG 2121 Management of Client Care (16-week online course)
RNSG 2163 Clinical Nursing VIII (2 weeks) (Capstone Course)
SOCI 1301 Introductory Sociology*

Total Semester Hours—71

Non-nursing courses may be taken prior to placement in the ADN program. All science courses and PSYC 2314 must have been completed within seven years of the time required in the curriculum or must be repeated.

All students, especially those with English as a second language, are recommended to take Medical Terminology prior to enrolling in nursing courses.

** Must be taken concurrently with nursing courses scheduled if no previous credit with grade of "C" or better exists.*

All other first-year courses must be completed with a "C" or better before progressing to the second year.

Non-nursing courses must be taken concurrently in the order listed in the degree plan.

Exceptions must be approved in writing by the department chair.

Note: RNSG 1311 Nursing Pathophysiology with the prerequisites of BIOL 2401 and 2402, RNSG 2306 Nursing Informatics, RNSG 1309 Introduction to Nursing, and RNSG 1108 Dosage Calculations for Nursing are elective nursing courses that are offered dependent upon demand and faculty availability.

Special admission and retention rules apply. Contact the department chair for details.

Courses titled in **bold type** represent general education requirements.

LVN-ADN Transition

Associate of Applied Science

First Year

Prerequisites to Enrollment:

BIOL 2401 Anatomy and Physiology I
BIOL 2402 Anatomy and Physiology II
ENGL 1301 Composition I
ENGL 1302 Composition II
PSYC 2301 General Psychology
PSYC 2314 Lifespan Growth and Development
Humanities/Fine Arts Elective

Summer Session

RNSG 1327 Transition from Vocational to Professional Nursing*
RNSG 1160 Clinical Nursing*

Second Year

Semester I

RNSG 2208 Maternal/Newborn Nursing and Women's Health (8 weeks)
RNSG 2160 Clinical Nursing IV (8 weeks)
RNSG 2201 Care of Child & Family (8 weeks)
RNSG 2170 Clinical Nursing IX (8 weeks)
RNSG 1293 Special Topics M/CH
BIOL 2420 Microbiology for Non-Science Majors**

Semester II

RNSG 2213 Mental Health Nursing (7 weeks)
RNSG 2161 Clinical Nursing VI (7 weeks)
RNSG 2331 Advanced Concepts of Adult Health (7 weeks)
RNSG 2262 Clinical Nursing VII (6 weeks)
RNSG 2121 Management of Client Care (16-week online course)
RNSG 2163 Clinical Nursing VIII (2 weeks) (Capstone Course)
SOCI 1301 Introductory Sociology**

Total Semester Hours—71*

All first-year courses must be completed with a "C" or better before progressing to the second year. Non-nursing courses must be taken concurrently in the order listed in the degree plan.

Exceptions must be approved in writing by the department chair.

All science courses and PSYC 2314 must have been completed within seven years of the time required in the curriculum or must be repeated.

** Upon successful completion of RNSG 1327 and RNSG 1160, the transition student will earn an additional nineteen (19) credit hours of equivalency credit. The transition option graduate will have earned a minimum total of 71 credit hours and the associate of applied science degree in nursing.*

**** Must be taken concurrently with nursing courses if no previous credit with grade of "C" or better.**

Courses titled in **bold type** represent general education requirements.

Nursing, Vocational (VNE)

Certificate of Proficiency

Enrollment in TJC's vocational nursing program is limited. See the Special Admissions requirements in the Admission section of this Catalog.

The vocational nursing program is designed to prepare qualified individuals to provide nursing care within a directed scope of practice under appropriate supervision.

The new graduate is able to use a systematic problem-solving process in the care of multiple patients with predictable health care needs to provide individualized, goal-directed nursing care. The vocational nurse graduate contributes to the plan of care by collaborating with the interdisciplinary team members and with the patient's family. The new graduate can readily integrate technical skills and use of computers and equipment into practice. The vocational nurse represents the beginning level of the nursing practice continuum in the roles of Member of the Profession, Provider of Patient-Centered Care, Patient Safety Advocate, and Member of the Health Care Team. Successful completion of TJC's VNE curriculum leads to a Certificate of Proficiency.

After successful completion of the curriculum, graduates are qualified to apply for the National Council Licensure Exam for Licensed Vocational Nurses. Only students who have completed a program of education approved by the State Board and who have successfully passed the state licensing examination are authorized to practice as licensed vocational nurses.

A vocational nursing student must maintain a minimum of a "C" in every vocational nursing course in order to graduate.

Prerequisite:
BIOL 2404 Anatomy and Physiology*

Level I
VNSG 1201 Mental Health and Mental Illness
VNSG 1260 Clinical I
VNSG 1204 Foundations of Nursing
VNSG 1323 Basic Nursing Skills
VNSG 1400 Nursing in Health and Illness I
VNSG 1227 Essentials of Medication Administration
VNSG 1329 Medical-Surgical Nursing I

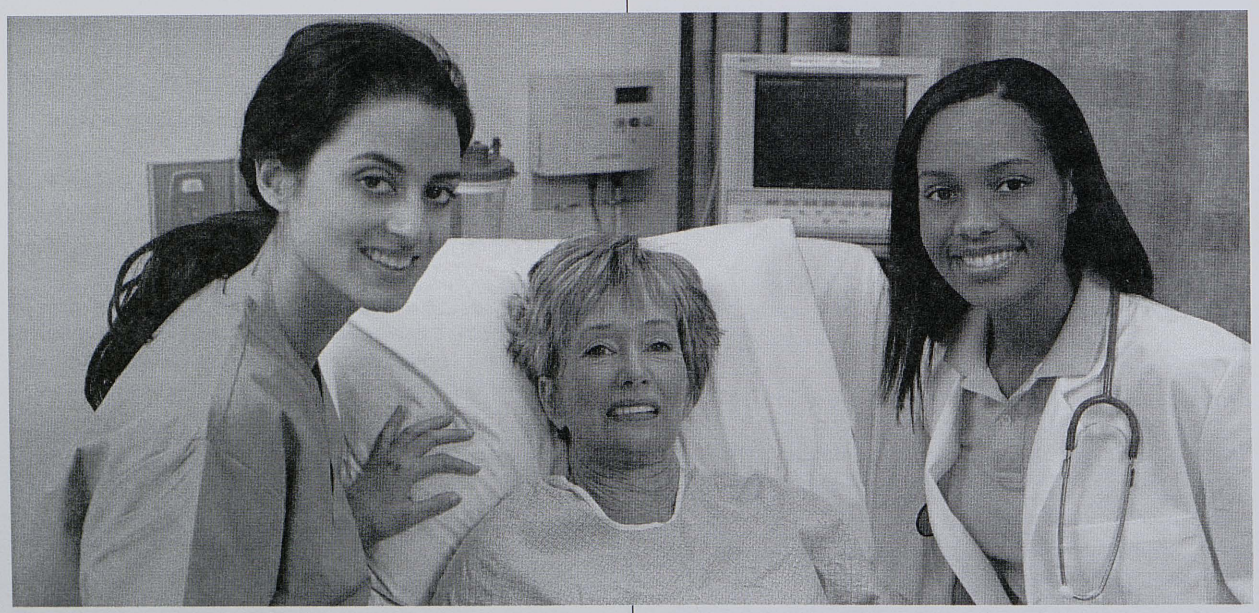
Level II
VNSG 1230 Maternal-Neonatal Nursing
VNSG 1231 Pharmacology
VNSG 1307 Pediatric Nursing
VNSG 1409 Nursing in Health and Illness II
VNSG 1360 Clinical II - Licensed Practical/Vocational Nurse (LVN) Training
VNSG 2431 Advanced Nursing Skills

Level III
VNSG 1119 Leadership and Professional Development
VNSG 1410 Nursing in Health and Illness III
VNSG 1361 Clinical III- Licensed Practical/Vocational Nurse (LVN) Training

Total Semester Hours—48

**Prerequisite for all VNSG courses.*

Special admissions and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion of certificate. Contact the department chair for details.



Paralegal

Associate of Applied Science

Students successfully completing this program are trained in the fundamentals of working as a paralegal. According to the American Bar Association, "A legal assistant or paralegal is a person qualified by education, training or work experience who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity who performs specifically delegated substantive legal work for which a lawyer is responsible."

First Year

Semester I

COSC 1301 Introduction to Computing
ENGL 1301 Composition I
GOVT 2305 Federal Government
LGLA 1119 Legal Ethics and Professional Responsibility (F)
LGLA 1311 Introduction to Law (F)
ITSW 1301 Introduction to Word Processing

Semester II

ENGL 1302 Composition II
GOVT 2306 Texas Government
LGLA 1403 Legal Research (S)
LGLA 2305 Interviewing and Investigating (S)
POFI 2340 Advanced Word Processing

Second Year

Semester III

ACNT 1303 Introduction to Accounting I ***OR***
ACCT 2401 Principles of Accounting - Financial
LGLA 1305 Legal Writing (F)
LGLA 1349 Constitutional Law (F)
LGLA 1345 Civil Litigation (F)
College-Level Mathematics Elective
SPCH 1321 Business & Professional Communication

Semester IV

LGLA 2311 Business Organizations (S)
LGLA 2307 Law Office Management (S)
LGLA 2380 Cooperative—Paralegal/Legal Assistant (S)
OR Approved LGLA Elective*
PSYC 2302 Applied Psychology
Humanities/Fine Arts Elective

Total Semester Hours—65

**Approved Electives: LGLA 1353, 1355, 2313, 2315, 2333 and 2337.*

Courses titled in **bold type** represent general education requirements.

(F) = Fall only; (S) = Spring only.

Physics

Associate of Science

Students receiving the Associate of Science degree with an emphasis in physics are prepared to continue their study of physics at the university.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
CHEM 1411 General Chemistry I
MATH 2413 Calculus I
SPCH 1311, 1315, 1318 or 1321 (1321 recommended)

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
CHEM 1412 General Chemistry II
MATH 2414 Calculus II
PHYS 2425 University Physics I (S)

Second Year

Semester III

GOVT 2305 Federal Government
MATH 2415 Calculus III (recommended)
PHYS 2426 University Physics II (F)
Humanities (ENGL 2332 or 2333 recommended)

Semester IV

GOVT 2306 Texas Government
MATH 2320 Differential Equations (recommended) (S)
Institutional Option
Social/Behavioral Science
Visual/Performing Arts

Total Semester Hours—64

NOTE: *It is recommended that all physics majors take MATH 2412 (Pre-Calculus Math) during the summer prior to the fall semester of the freshman year, if needed. Students with no physics background are encouraged to take PHYS 1401 in the first semester of the freshman year.*

(F)=Fall only; (S)=Spring only.

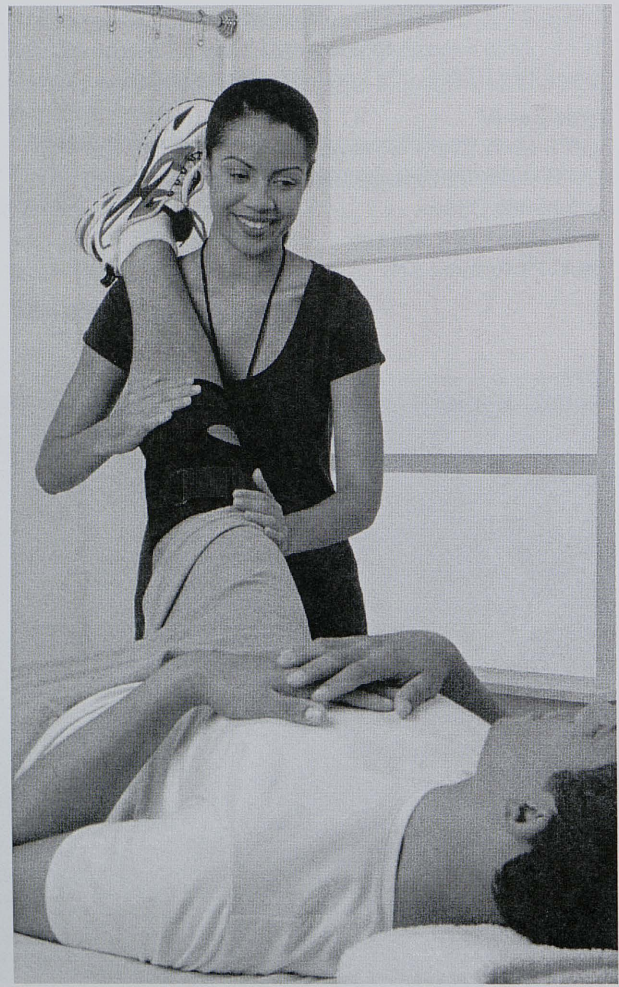
Physical Therapist Assistant

The physical therapist assistant program is offered in cooperation with Kilgore College.

The following required courses can be taken at Tyler Junior College and transferred to Kilgore College. Successful completion of these courses does not guarantee a student's acceptance into the Kilgore program. However, students transferring from Tyler Junior College will be given the same consideration as a student from within the Kilgore College District.

ENGL 1301 Composition I
BIOL 2401 Anatomy and Physiology I
BIOL 2402 Anatomy and Physiology II
PSYC 2314 Lifespan Growth and Development
Humanities/Fine Arts Elective
SPCH 1315 ***OR*** SPCH 1318 ***OR*** SPCH 1321
MATH 1314 College Algebra ***OR***
MATH1333 Contemporary Math II
HITT 1305 Medical Terminology I
HITT 1303 Medical Terminology II

The major courses must be completed at Kilgore College.



Power Plant Technology**

Associate of Applied Science

The Power Plant Technology program trains students for entry-level employment in the operation of modern fossil fuel power plants, gas turbine facilities, hydroelectric plants, and other facilities where steam and/or electricity is generated. Students will learn the technical and safety aspects of plant operations, the responsibilities of plant operators, and the mechanical and chemical technology needed for working in related industrial operations.

Semester I
OSHT 1320 Energy Industrial Safety
TECM 1303 Technical Calculations
ENER 1240 Employee Success in Energy Industry
CETT 1402 Electricity Principles
SPCH 1321 Business & Professional Communication

Semester II
ETWR 1302 Introduction to Technical Writing
INCR 1302 Physics of Instrumentation
CBFM 1407 Boiler Operation
ENER 1330 Basic Mechanical Skills for Energy

Summer
ELMT 1380 Cooperative Education - Electromechanical Technology/Electromechanical Engineering Technology

Second Year

Semester III
EPCT 1349 Environmental Regulations Interpretation and Applications
INMT 2301 Machinery Installation
ELPT 2405 Motors and Transformers
MATH 1314 College Algebra

Semester IV
ELMT 2352 Power Generation Instrumentation
ELMT 2453 Power Generation Troubleshooting (Capstone)
ENGL 1301 Composition I
Humanities/Fine Arts Elective
Social/Behavioral Science Elective*

Total Semester Hours— 60

Courses titled in bold type represent general education courses.
**Approved Electives: ECON 2301, ECON 2302, GOVT 2305, GOVT 2306, PSYC 2301 or SOCI 1301.*

***Pending SACS approval.*

Power Plant Technology**

Certificate of Proficiency

Semester I

OSHT 1320 Energy Industrial Safety
TECM 1303 Technical Calculations
ENER 1240 Employee Success in Energy Industry
CETT 1402 Electricity Principles
SPCH 1321 Business & Professional Communication

Semester II

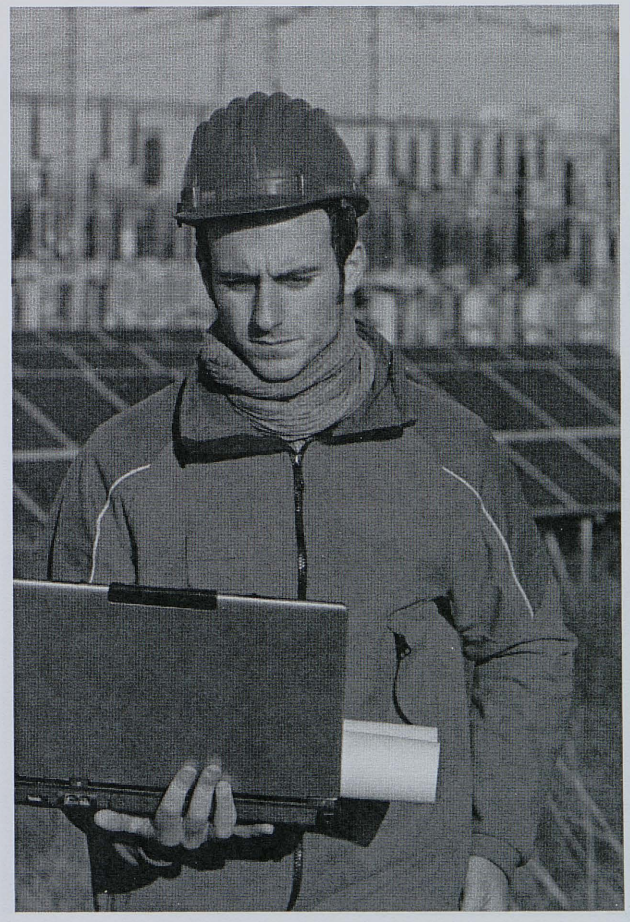
ETWR 1302 Introduction to Technical Writing
INCR 1302 Physics of Instrumentation
CBFM 1407 Boiler Operation
ENER 1330 Basic Mechanical Skills for Energy

Summer

ELMT 1380 Cooperative Education - Electromechanical Technology/Electromechanical Engineering Technology

Total Semester Hours— 31

***Pending SACS approval.*



Professional Tennis Management

Associate of Applied Science

This program provides a two-year course to train students in teaching tennis, planning programs for tennis facilities, merchandising and operating pro shops, and maintaining tennis facilities. In addition, students are trained and prepared for certification testing.

Students spend 15 hours per week on lab work, on-campus tennis clinics and functions of team coaching. Training aids used in the tennis program are books, video and audio recorders, ball machines, and stringing machines.

Upon graduation from this program, the student receives an Associate of Applied Science degree with a major in tennis teaching.

First Year

Semester I

ENGL 1301 Composition I
SPCH 1311 Introduction to Speech Communication
College-Level Mathematics Elective
RECL 1300 Scientific Approach to Tennis Teaching
RECL 1301 Philosophy of Coaching
RECL 1376 Tennis Teaching Clinic I

Semester II

COSC 1301 Introduction to Computing
ENGL 1302 Composition II
RECL 1302 Individual Tennis Instruction
RECL 1303 Athletic Program Planning
RECL 1304 Fitness and Motor Learning in Tennis
RECL 1377 Tennis Teaching Clinic II

Summer Session

RECL 1105 Summer Tennis Experience ***OR***
RECL 1271 Supervised Summer Work Experience

Second Year

Semester III

BUSG 2309 Small Business Management
ACNT 1303 Introduction to Accounting I*
FITT 2305 Sport Facility Management
RECL 2307 Tennis Instruction Methodologies
RECL 2375 Tennis Teaching Clinic III
Social/Behavioral Science Elective

Semester IV

Humanities/Fine Arts Elective
ACNT 1304 Introduction to Accounting II*
RECL 2306 Sports Psychology
RECL 2338 United States Professional Tennis Association Exam Review
RECL 2376 Tennis Teaching Clinic IV

Total Semester Hours—70

** ACCT 2401 and 2402 may be substituted for ACNT 1303 and ACNT 1304. See program advisor.*

Courses titled in **bold type** represent general education requirements.

Professional Tennis Management

Certificate of Proficiency

First Year

Semester I

RECL 1300 Scientific Approach to Tennis Teaching
RECL 1301 Philosophy of Coaching
RECL 1376 Tennis Teaching Clinic I

Semester II

RECL 1302 Individual Tennis Instruction
RECL 1303 Athletic Program Planning
RECL 1304 Fitness and Motor Learning in Tennis
RECL 1377 Tennis Teaching Clinic II

Summer Session

RECL 1105 Summer Tennis Experience ***OR***
RECL 1271 Supervised Summer Work Experience (Lab)

Second Year

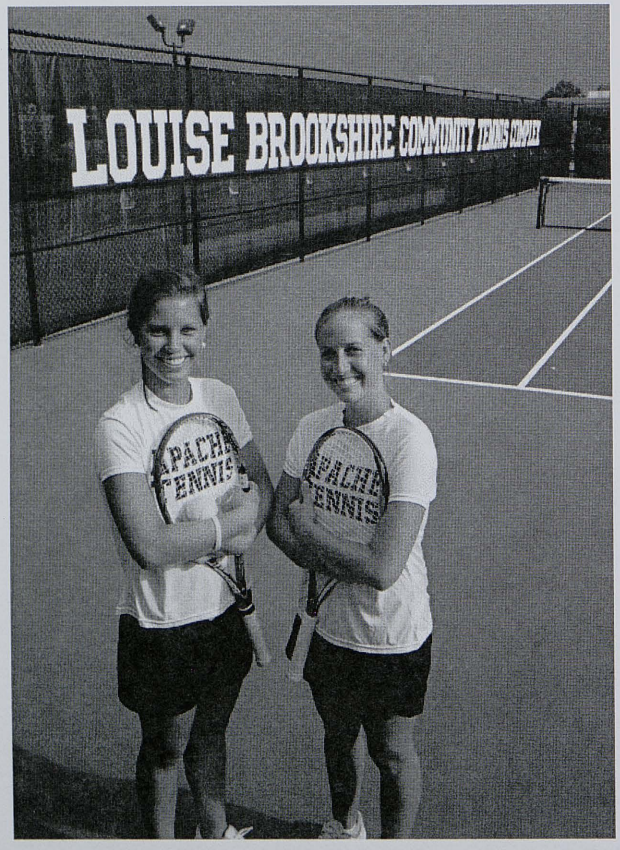
Semester III

FITT 2305 Sport Facility Management
RECL 2307 Tennis Instruction Methodologies
RECL 2375 Tennis Teaching Clinic III

Semester IV

RECL 2306 Sport Psychology
RECL 2338 United States Professional Tennis Association Exam Review
RECL 2376 Tennis Teaching Clinic IV

Total Semester Hours—40



Public Administration

Associate in Applied Science

The Public Administration program is designed to introduce students to management applications in the public and private sector of local, state, county and federal government agencies. The program offers two marketable skills achievement awards, one certificate, and an Associate in Applied Science degree. Students will be introduced to topics including intergovernmental relations, overview of different levels of government program management and management of nonprofit agencies. Skill development in dealing with the public and the media for public sector employees, managers, and public relations specialists also is covered in this degree plan.

First year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
SOCI 1301 Introductory Sociology
PBAD 1321 Public Administration
PBAD 1341 Governmental Agencies

Semester II

ENGL 1302 Composition II
HIST 1302 United States History II
____ ____ Humanities Elective
PBAD 2305 Public Sector Management
HRPO 2307 Organizational Behavior

Second Year

Semester III

SPCH 1321 Introduction to Speech Communication
MATH ____ College-Level Mathematics
GOVT 2305 Federal Government
PBAD 2311 Public Sector Management
HRPO 2301 Human Resources Management

Semester IV

GOVT 2306 Texas Government
____ ____ Fine Arts Elective
PBAD 2301 Public Relations in the Public Sector
PBAD 2339 Human Resources in the Public Sector
PBAD 2335 Ethics in the Public Sector

Total Semester Hours – 60

Courses titled in **bold type** represent general education requirements.

Public Administration

Certificate of Proficiency

Semester I

PBAD 1321 Public Administration
PBAD 1341 Governmental Agencies
PBAD 2305 Public Sector Management

Semester II

PBAD 2311 Public Sector Supervision
PBAD 2339 Human Resources in the Public Sector
PBAD 2335 Ethics in the Public Sector

Total Semester Hours – 18

Public Administration

Marketable Skills Achievement Award

PBAD 1321 Public Administration
PBAD 1341 Governmental Agencies
PBAD 2305 Public Sector Management

Total Semester Hours – 9

Public Administration Leadership

Marketable Skills Achievement Award

PBAD 2311 Public Sector Supervision
PBAD 2339 Human Resources in the Public Sector
PBAD 2335 Ethics in the Public Sector

Total Semester Hours – 9

***Remember*: For the best class selection & to save time, REGISTER ONLINE, not in line.**

Regular (early) Registration is now done ONLINE from www.tjc.edu/apacheaccess.

Final (walk-in) Registration is subject to limited class selection & the Final Registration fee.

For more details, see the latest *Student Guide to Rights & Responsiblities ...* in print OR online at www.tjc.edu.

Psychology

Associate of Arts

The Associate of Arts degree with an emphasis in psychology is intended to provide students with the first two years of general requirements in psychology to prepare them for transfer to a 4-year institution.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
College-Level Mathematics Elective (1314 suggested)
PSYC 2301 General Psychology

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Institutional Option
PSYC 2314 Lifespan Growth and Development

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)
GOVT 2305 Federal Government
PSYC 2302 Applied Psychology
Elective
Elective

Semester IV

GOVT 2306 Texas Government
SPCH 1311, 1315, 1318 or 1321
Visual/Performing Arts
Elective
Elective

Total Semester Hours—62

Radiologic Technology

Associate of Applied Science

Tyler Junior College offers a cooperative program with area medical facilities which is designed to provide skilled technologists in diagnostic medical radiography. The program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). Graduates of the program are eligible to apply for admission to sit for the certification exam administered by the American Registry of Radiologic Technologists (ARRT).

A balanced curriculum of general didactic and practicum courses offers the student an opportunity for cultural development as well as occupational competence. Practicum instruction is given in area hospitals under the direction of radiologists, directors of radiology departments and practicum instructors.

The minimum time for program completion is 24 months. A minimum grade of 78 will be required on all radiologic technology didactic courses. 75% is passing for practicum courses.

All required courses of the associate degree curriculum must be completed with a "C" or better. Having **not** received a "C" or better **in any prerequisite course**, the student may not progress until the deficiency has been removed.

Enrollment in this program is limited. See the Special Admissions requirements in the Admission section of this *Catalog*.

Prerequisite:
BIOL 2401 Anatomy and Physiology I
ACT Minimum Composite Score 17

First Year

Semester I *(16 weeks)*
RADR 2309 Radiographic Imaging Equipment
RADR 1303 Patient Care
RADR 1311 Basic Radiographic Procedures
RADR 1201 Introduction to Radiography
RADR 1266 Practicum I

Semester II *(16 weeks)*
RADR 2313 Radiation Biology and Protection
RADR 1213 Principles of Radiographic Imaging I
RADR 2301 Intermediate Radiographic Procedures
RADR 1267 Practicum II
Speech 1311 *OR* 1315 *OR* 1318 *OR* 1321

Summer Session *(11 weeks)*
RADR 2266 Practicum III
RADR 2336 Special Patient Applications
RADR 2233 Advanced Medical Imaging

Second Year

Semester III *(16 weeks)*
RADR 2366 Practicum IV
RADR 2305 Principles of Radiographic Imaging II
RADR 2217 Radiographic Pathology
BIOL 2402 Anatomy and Physiology II
ENGL 1301 Composition I

Semester IV *(16 weeks)*
RADR 2367 Practicum V
RADR 2431 Advanced Radiographic Procedures
Computer Science Elective**
Humanities/Fine Arts Elective*
Social/Behavioral Science Elective***

Summer Session *(11 weeks)*
RADR 2267 Practicum VI
RADR 2235 Radiologic Technology Seminar (Capstone Course)

Total Semester Hours—72

Courses titled in **bold type** represent general education core courses and may be taken prior to acceptance into the Radiologic Care program.

* *Humanities/Fine Arts Elective: Any 3-hour course in humanities or fine arts.*

** *Any laboratory based computer class.*

*** *Social/Behavioral Science elective: any 3-hour course in economics, geography, government, psychology, history, sociology.*

Special admissions and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion. Contact the department chair for details.

Respiratory Care

Associate of Applied Science

The Respiratory Care Program is a two-year curriculum that includes two semesters (25 credit hours) of prerequisite courses and four semesters (47 credit hours) of didactic, laboratory, and clinical classes that prepare the student for a career as a Respiratory Therapist. The program is fully accredited by the Commission on Accreditation for Respiratory Care (CoARC).

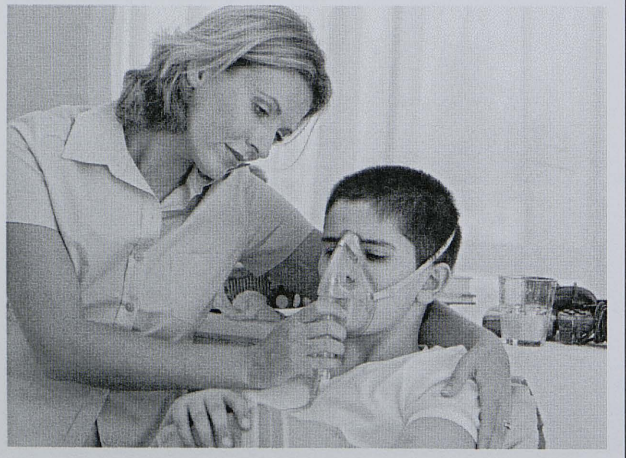
Enrollment in this program is limited. All prerequisite courses should be completed before application for enrollment into the respiratory care program. See the Special Admissions requirements in the Admission section of this *Catalog.*

All required courses of the respiratory care curriculum must be completed with a grade of "C" or better and a grade point average of at least 2.0 must be maintained while in the program.

The graduate of the program will receive an Associate of Applied Science degree and will be eligible to apply for the Entry Level Examination provided by the National Board for Respiratory Care (NBRC). Upon successful completion of the Entry Level Examination, the graduate will become a Certified Respiratory Therapist (CRT), and is then eligible to apply for the NBRC registry examinations. Upon successful completion of the written registry and clinical simulation examination, the graduate will become a Registered Respiratory Therapist (RRT).

Upon attainment of the RRT credential, the graduate is also eligible to apply for additional specialty examinations which include: neonatal/pediatric specialist (NPS), certified pulmonary function technologist (CPFT), the registered pulmonary function technologist (RPFT), and sleep disorders specialty (SDS) credentials.

In addition, all graduates are trained American Heart Association Basic Life Support Instructors, Advanced Cardiac Life Support (ACLS) providers, Pediatric Advanced Life Support (PALS) providers, and also complete the Neonatal Resuscitation Program (NRP) in accordance with the standards of the American Academy of Pediatrics.



Pre-Respiratory Care General Education Courses*:

ENGL 1301 Composition I
Computer Science Elective**
BIOL 2401 Anatomy and Physiology I
CHEM 1406 Introductory Chemistry I - Allied Health Emphasis
Humanities/Fine Arts Elective (3 credit hours)*
BIOL 2402 Anatomy and Physiology II
BIOL 2420 Microbiology for Non-Science Majors

First Year

Semester I

Social/Behavioral Science Elective***
RSPT 1227 Applied Physics for Respiratory Care
RSPT 1307 Cardiopulmonary/Anatomy & Physiology
RSPT 1329 Respiratory Care Fundamentals I
RSPT 1101 Introduction to Respiratory Care
RSPT 1266 Practicum I

Semester II

RSPT 2317 Respiratory Care Pharmacology (Hybrid Internet)
RSPT 1331 Respiratory Care Fundamentals II
RSPT 2414 Mechanical Ventilation
RSPT 2310 Cardiopulmonary Disease
RSPT 1267 Practicum II

Summer Session

RSPT 2266 Practicum III
RSPT 2154 Neonatal Resuscitation Program
RSPT 2353 Neonatal/Pediatric Cardiopulmonary Care

Second Year

Semester III

RSPT 2425 Cardiopulmonary Diagnostics
RSPT 2135 Pediatric Advanced Life Support (8 weeks)
RSPT 2139 Advanced Cardiac Life Support (8 weeks)
RSPT 2131 Simulations in Respiratory Care
RSPT 2267 Practicum IV (Capstone Course)
Speech 1311 *OR* 1315 *OR* 1318 *OR* 1321

Total Semester Hours—72

** NOTE: BIOL 2401 and CHEM 1406 must be completed with a "C" or better before application to the respiratory care program. See department chair for possible exceptions.*

Courses titled in **bold type** represent general education core courses and may be taken prior to acceptance into the Respiratory Care program.

Special admission and retention rules apply. Contact the department chair for details.

** Humanities/Fine Arts Elective: Any 3-hour course in humanities or fine arts.*

*** Any laboratory based computer class.*

**** Social/Behavioral Science elective: any 3-hour course in economics, geography, government, psychology, history, or sociology.*

Special admissions and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion. Contact the department chair for details.

Sign Language Interpreting
Interpreter Training Program

Associate of Applied Science†

Sign language interpreters facilitate communication between people who are Deaf or hard of hearing and people who can hear. They must be fluent in English and in American Sign Language (ASL), which combines signing, fingerspelling, specific body language and facial expressions.

Beginning July 1, 2012, an applicant must have an associate's degree before applying to take the Texas state board exam. Applicants must pass a criminal background check and pass the state board's Test of English Proficiency. (See information on the DARS Web site: www.dars.state.tx.us/dhhs.) After passing these, the applicant applies for the Basic Level Performance Test. Higher levels of certification are then available including Court Certification. (As of 9/2006, interpreters who work in court proceedings must hold a current Court Interpreter Certification (CIC) issued by the Texas Department of Assistive and Rehabilitative Services (DARS) or must hold a current legal certificate issued by the National Registry of Interpreters for the Deaf. (To become nationally certified, beginning January, 2012, hearing candidates wishing to obtain National Interpreting certification must have a minimum of a Bachelor's degree. For information, go to: www.rid.org.)

TJC's program offers an Associate of Applied Science degree in sign language interpreting to prepare students for careers as interpreters.

A Certificate of Proficiency is offered for students who are majoring in other areas and want the training to become an interpreter as well. The certificate is only for those who already have a degree or who are seeking a degree in another field of study. *Please note that the certificate is NOT the same as certification. A student must still meet all DARS state requirements to become a professional interpreter.* **To become a professional interpreter one must pass the State Board Exams in addition to having at least an associate's degree.**

An ASL Skills Certificate is offered for those who want to develop their ASL skills to compliment their career choice such as Allied Health, Deaf Education, Special Education and others.

Our program has twice been awarded "Exemplary Status" by the Texas Higher Education Coordinating Board. Ours is the only program available in the northeastern region of Texas.

First Year

Summer or High School Early Entry TJC

Summer I

ENGL 1301 Composition I
SGNL 1301 Beginning American Sign Language I

Summer II

SGNL 1302 Beginning American Sign Language II

Semester I

SGNL 2301 Intermediate American Sign Language I
SLNG 1307 Intra-Lingual Skills for Interpreters
SLNG 1321 Introduction to Interpreting Profession
PHIL 2306 Introduction to Ethics

Semester II

BIOL 1409 Biology for Non-Science Majors II
SGNL 2302 Intermediate American Sign Language II
SLNG 1211 Fingerspelling and Numbers
SLNG 2301 Interpreting I
SLNG 1215 Visual/Gestural Communication

Mid-program evaluation: Student must pass with "C" or better to continue in the program.

Summer

SPCH 1311 *OR* 1315 *OR* 1318 *OR* 1321
PSYC 2314 Lifespan Growth and Development

Second Year

Semester III

SLNG 1347 Deaf Culture
SLNG 2402 Interpreting II
SLNG 2403 Transliterating
SLNG 2334 American Sign Language (ASL) V

Semester IV

SLNG 2431 Interpreting III
SLNG 2311 Interpreting in Specialized Settings
SLNG 2266 Practicum (or Field Experience) - Sign Language Interpretation and Translation (16 hours per week)
SLNG 1350 Sign to Voice

Total Semester Hours—67

Student must pass with a "C" or better to graduate and Board Exams to work as a certified interpreter.

† - Referencing both the SLI degree and certificate curriculums:

† - See Catalog descriptions for course pre-requisites and co-requisites. Students enrolling in this program who plan to transfer to upper-level institutions should consult an advisor regarding transfer requirements and the transferability of these courses. For an interpreter training degree, students must have a minimum grade of "C" in each SLNG/SGNL class, as well as the mid-program and exit exams. In addition, for the degree, students must complete the General Graduation Requirements as set forth in the TJC Catalog.

Courses titled in **bold type** represent general education courses.

Sign Language Interpreting

Certificate of Proficiency†

To become a professional interpreter, one must pass the State Board Exams in addition to having at least an associate degree.

First Year

Summer or High School Early Entry TJC

Summer I

SGNL 1301 Beginning American Sign Language I

Summer II

SGNL 1302 Beginning American Sign Language II

Semester I

SGNL 2301 Intermediate American Sign Language I & Lab
SLNG 1307 Intra-Lingual Skills for Interpreters
SLNG 1321 Introduction to Interpreting Profession

Semester II

SGNL 2302 Intermediate American Sign Language II
SLNG 2301 Interpreting I
SLNG 1211 Fingerspelling and Numbers
SLNG 1215 Visual Gestural Communication

Mid-program evaluation: Student must pass with "C" or better to continue in the program.

Second Year

Semester III

SLNG 2334 American Sign Language (ASL) V
SLNG 1347 Deaf Culture
SLNG 2402 Interpreting II
SLNG 2403 Transliterating

Semester IV

SLNG 2431 Interpreting III
SLNG 2311 Interpreting in Specialized Settings
SLNG 2266 Practicum (or Field Experience) - Sign Language Interpretation and Translation (16 hours per week)
SLNG 1350 Sign to Voice

Total Semester Hours—51

Exit Exam: Student must pass with a "C" or better to graduate and pass the State or National Board Exams to work as a certified interpreter.

ASL Skills Certificate

Certificate of Proficiency†

To become a professional interpreter, one must pass the State Board Exams in addition to having at least an associate degree. This certificate is designed for students wanting ASL skills but do not want to become an interpreter, such as those majoring in Deaf Education, Special Education, Speech Pathology, Allied Health fields, etc. If a student wishes to continue on to achieve an AAS in Sign Language Interpreting, these courses will satisfy 22 of the total hours required for the AAS degree.

First Year

Summer I

ENGL 1301 Composition I
SGNL 1301 Beginning American Sign Language I

Summer II

SGNL 1302 Beginning American Sign Language II

Semester I

SGNL 2301 Intermediate American Sign Language I
SLNG 1321 Introduction to the Interpreting Profession

Semester II

SGNL 2302 Intermediate American Sign Language II
SLNG 1211 Fingerspelling and Numbers
SLNG 1215 Visual/Gestural Communication

Total Semester Hours—22

Social Work

Associate of Arts

The Associate of Arts degree with an emphasis in social work is designed to provide the first two years of coursework for transfer to a baccalaureate social work degree program.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science (Human Biology recommended)
College-Level Mathematics Elective
PSYC 2301 General Psychology

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
SPCH 1311, 1315, 1318 or 1321 (SPCH 1315 suggested)
Sociology Elective

Second Year

Semester III

Humanities
GOVT 2305 Federal Government
Elective
SOCW 2361 Introduction to Social Work
ECON 2301 Principles of Macroeconomics (recommended)

Semester IV

GOVT 2306 Texas Government
Institutional Option
Visual/Performing Arts
SOCW 2362 Social Welfare as a Social Institution (recommended)
Elective

Total Semester Hours—62

Stephen F. Austin State University offers a bachelor of social work degree at Tyler Junior College. All upper-level division courses are taught by SFA on the TJC campus. Students intending to pursue this degree should refer to the articulation agreement established between SFA and TJC for specific degree requirements.

Sociology

Associate of Arts

The Associate of Arts degree with an emphasis in sociology is intended to provide students with the first two years of sociology courses, preparing them for transfer to a four-year institution.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
Laboratory Science
College-Level Mathematics Elective
SOCI 1301 Introductory Sociology

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
SPCH 1311 ***OR*** 1315 ***OR*** 1318 ***OR*** 1321
Sociology Elective

Second Year

Semester III

Humanities
GOVT 2305 Federal Government
Sociology Elective
Elective
Elective

Semester IV

GOVT 2306 Texas Government
Institutional Option
Visual/Performing Arts
Elective
Elective

Total Semester Hours—62

Numbering of Courses

The four-letter prefix will be used to identify subject areas as follows:

1st digit: Identifies level
0—developmental,
1—freshman
2—sophomore
2nd digit: Identifies credit hour value
3rd digit: Establishes course sequence.
4th digit: Establishes course sequence.

Surgical Technology

Associate of Applied Science

The surgical technology curriculum is designed to prepare qualified persons to provide services in the surgical area under the supervision of the surgical supervisor.

Students are required to take the National Exam given by the Association of Surgical Technologists before or directly after graduation. Those who pass this exam become Certified Surgical Technologists (CST).

All SRGT courses must be completed in sequence and completed with a minimum of "C" (75%) in all SRGT courses.

Any student who has withdrawn from the program after successfully completing the first semester may re-enter the program by passing with a 75 percent or better the most current final examination for each course completed prior to withdrawal and successfully completing a demonstration of the first semester competencies. Readmission to the program is dependent upon available space.

Enrollment in the program is limited. See the Special Admissions requirements in the Admission section of this *Catalog*.

First Year

Summer Session I
BIOL 2401 Anatomy and Physiology I
ENGL 1301 Composition I

Semester I
BIOL 2402 Anatomy and Physiology II
PSYC 2314 Lifespan Growth and Development
HITT 1305 Medical Terminology I
SOCI 1301 Introductory Sociology
Computer Science Elective with Lab (BCIS 1405, COSC 1301)

Semester II
HITT 1303 Medical Terminology II
BIOL 2420 Microbiology for Non-Science Majors
PSYC 2301 General Psychology
SPCH 1311 *OR* 1315 *OR* 1318 *OR* 1321

Second Year

Semester III
SRGT 1405 Introduction to Surgical Technology
SRGT 1409 Fundamentals Periop Concepts/Techniques
SRGT 1441 Surgical Procedures I
SRGT 1266 Practicum I

Semester IV
SRGT 1442 Surgical Procedures II
SRGT 2466 Practicum II (Capstone Course)
Humanities/Fine Arts Elective**

Total Semester Hours—61

** *Humanities/fine arts elective: Any three-hour course in humanities or fine arts.*

Courses titled in **bold type** represent general education courses.

Surgical Technology

Certificate of Proficiency

Prerequisites:***
HITT 1305 Medical Terminology I
HITT 1303 Medical Terminology II
BIOL 2404 Anatomy and Physiology

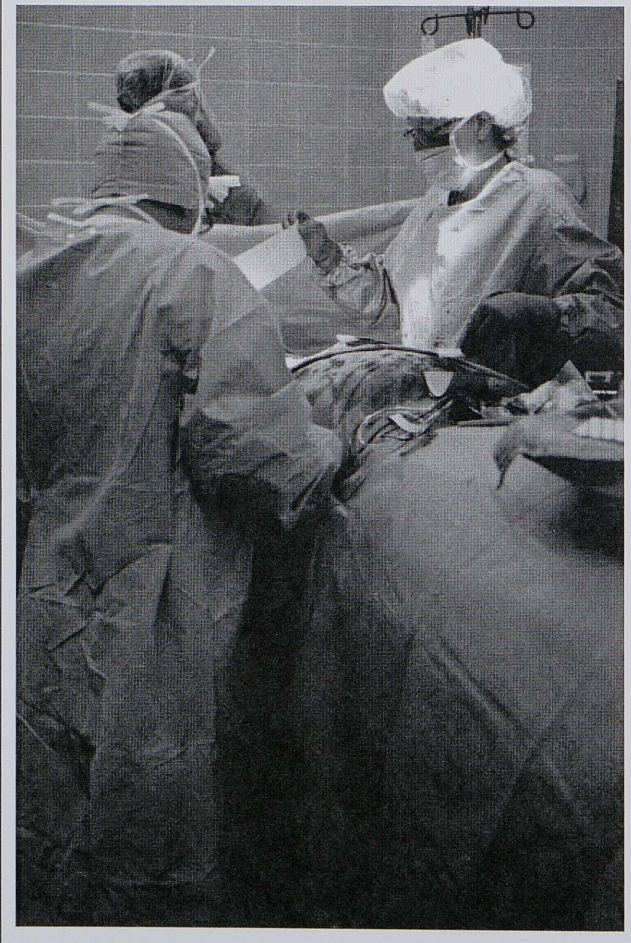
Semester I
SRGT 1405 Introduction to Surgical Technology
SRGT 1409 Fundamentals Periop Concepts/Techniques
SRGT 1441 Surgical Procedures I
SRGT 1266 Practicum I

Semester II
SRGT 1442 Surgical Procedures II
SRGT 2466 Practicum II (Capstone Course)
BIOL 2420 Microbiology

Total Semester Hours—36

****All prerequisites must be completed before SRGT classes.*

Special admission and retention rules apply. Contact the department chair for details.



Surveying and Mapping Technology

Associate of Applied Science Degree

The surveying and mapping technology program is designed to teach the student the basic elements of surveying required of a land surveyor as well as to provide part of the formal training required for a professional license. Boundary surveying is emphasized and includes history, dendrology, evaluating property corners, measuring boundaries, describing land by metes and bounds, calculating land areas, and using the Texas Coordinate System. The student also has the opportunity to study mapping, route surveying, control surveying, the Global Positioning System (GPS), and electronic data collection. A one-year Certificate of Proficiency is available to students completing certain designated courses. After successful completion of the two-year program, the student receives the Associate of Applied Science degree.

First Year

Semester I

SRVY 1301 Introduction to Surveying
SRVY 1309 Surveying Measurement
SRVY 1315 Surveying Calculations
COSC 1301 Introduction to Computing
ENGL 1301 Composition I

Semester II

SRVY 1341 Land Surveying
SRVY 1335 Land Surveying Applications
SRVY 2309 Computer-Aided Mapping
ENGL 1302 Composition II
MATH 1314 College Algebra
HIST 1301 United States History I

Second Year

Semester III

SRVY 2305 Geographic Information Systems Applications
SRVY 2331 Geodetic Surveying and Mapping
SRVY 2335 Geodetic Surveying and Mapping Application
SRVY 2344 Surveying—Legal Principles II
MATH 2412 Pre-Calculus Math
SPCH 1321 Business & Professional Communication

Semester IV

SRVY 2339 Engineering Design Surveying
SRVY 2341 Engineering Design Surveying Lab
SRVY 2343 Surveying—Legal Principles I
SRVY 2286 Internship—Surveying
PHYS 1405 Elementary Physics I
ENGL 2322 British Literature I *OR*
ENGL 2332 World Literature I

Total Semester Hours—70

Courses titled in **bold type** represent general education requirements.

Surveying and Mapping Technology

Certificate of Proficiency

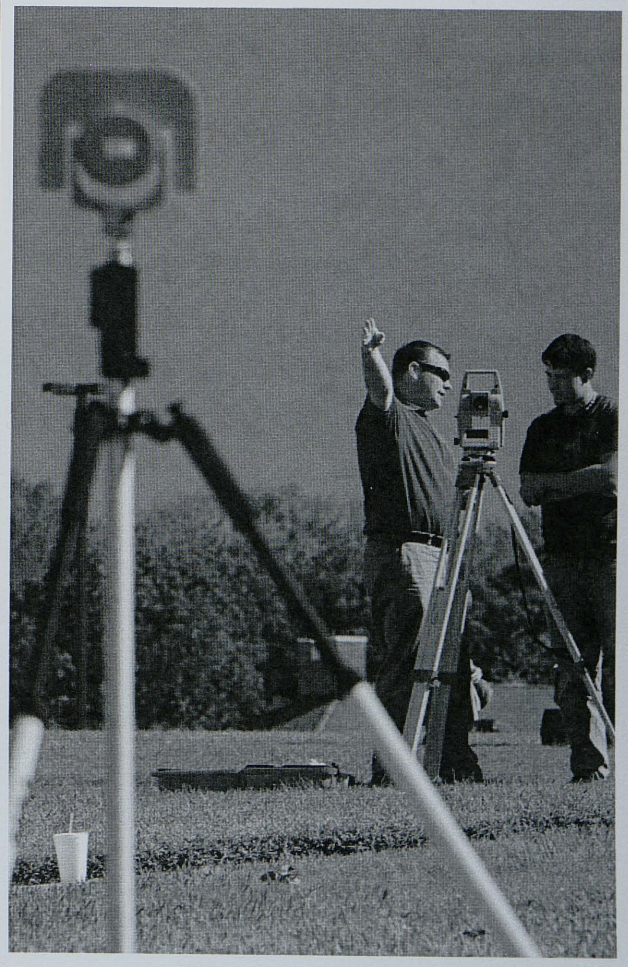
Semester I

SRVY 1301 Introduction to Surveying
SRVY 1309 Surveying Measurement
SRVY 1315 Surveying Calculations
SRVY 2331 Geodetic Surveying and Mapping
SRVY 2335 Geodetic Surveying and Mapping Application
SRVY 2344 Surveying—Legal Principles II

Semester II

SRVY 1341 Land Surveying
SRVY 1335 Land Surveying Applications
SRVY 2309 Computer-Aided Mapping
SRVY 2339 Engineering Design Surveying
SRVY 2341 Engineering Design Surveying Lab
SRVY 2343 Surveying—Legal Principles I

Total Semester Hours—36



Theatre

Associate of Arts

The Associate of Arts degree with an emphasis in theatre provides students with the first two years of college theatre education.

First Year

Semester I

ENGL 1301 Composition I
HIST 1301 United States History I
College-Level Mathematics Elective
Social/Behavioral Science
Drama Elective
DRAM 1120 Theatre Practicum I†

Semester II

ENGL 1302 Composition II ***OR***
ENGL 2311 Technical & Business Writing
HIST 1302 United States History II ***OR***
HIST 2301 Texas History
Laboratory Science
Drama Elective
DRAM 1121 Theatre Practicum II†

Second Year

Semester III

Institutional Option
GOVT 2305 Federal Government
Visual/Performing Arts
Laboratory Science
Drama Elective
DRAM 2120 Theatre Practicum III†

Semester IV

Humanities
GOVT 2306 Texas Government
SPCH 1311, 1315, 1318 or 1321
Drama Elective
DRAM 2121 Theatre Practicum IV†

Total Semester Hours—60

† Indicates courses required for theatre majors.

Vision Care Technology

Associate of Applied Science

Vision care technology provides an educational program to prepare students to gain occupational competency as a certified vision care technician. Program students develop the skills necessary to fill prescriptions for glasses and contact lenses and to perform various procedures and diagnostic tests in order to assist the doctor in the eye examination and treatment process. As a competency-based educational program with a state-of-the-art facility, vision care technology is committed to meeting the staffing needs of the ophthalmic profession. The program graduates are actively recruited by vision care practitioners as dispensing opticians, optical laboratory technicians, contact lens technicians, optometric technicians, and ophthalmic medical personnel. Enrollment is limited and application must be made directly to the director of the program.

All required courses of the vision care technology curriculum must be completed with a "C" or better in any prerequisite course, and the student may not progress until the deficiency has been removed. Students completing the THEA waived one-year program are awarded a Certificate of Proficiency. Students completing the two-year curriculum are awarded an Associate of Applied Science degree in vision care technology.

This program is accredited by the Commission on Opticianry Accreditation and the Commission on Accreditation for Ophthalmic Medical Personnel.

First Year

Semester I

OPTS 1311 The Visual System
OPTS 2341 Ophthalmic Techniques
OPTS 1501 Ophthalmic Dispensing
OPTS 1309 Ophthalmic Laboratory I
OPTS 1315 Basic Contact Lenses
OPTS 1305 Geometric Optics

Semester II

OPTS 2345 Advanced Ophthalmic Techniques
OPTS 2531 Advanced Ophthalmic Dispensing
OPTS 1349 Ophthalmic Laboratory II
OPTS 2335 Advanced Contact Lenses
OPTS 2166 Ophthalmic Practicum I
OPTS 1319 Vision Care Office Procedures

Summer Session *(8 weeks)*

OPTS 2266 Ophthalmic Practicum II (Capstone Course)

Second Year

Semester III

ACNT 1303 Introduction to Accounting I
ENGL 1301 Composition I
HITT 1305 Medical Terminology I
POFM 1309 Medical Office Procedures
Social/Behavioral Science Elective (3 hours)

Semester IV

POFM 1327 Medical Insurance
POFT 1313 Professional Workforce
Computer Science Elective (BCIS 1405 or COSC 1301)
College-Level Math Elective (3 hours)
Humanities/Fine Arts Elective (3 hours)

Total Semester Hour—70

Courses titled in **bold type** represent general education core courses and may be taken prior to acceptance into the Respiratory Care program.

Vision Care Technology

Certificate of Proficiency

Semester I

OPTS 1311 The Visual System
OPTS 2341 Ophthalmic Techniques
OPTS 1501 Ophthalmic Dispensing
OPTS 1309 Ophthalmic Laboratory I
OPTS 1315 Basic Contact Lenses
OPTS 1305 Geometric Optics

Semester II

OPTS 2345 Advanced Ophthalmic Techniques
OPTS 2531 Advanced Ophthalmic Dispensing
OPTS 1349 Ophthalmic Laboratory II
OPTS 2335 Advanced Contact Lenses
OPTS 2166 Ophthalmic Practicum I
OPTS 1319 Vision Care Office Procedures

Summer Session *(8 weeks)*

OPTS 2266 Ophthalmic Practicum II (Capstone Course)

Total Semester Hours—40

Special admission and retention rules apply. Contact the department chair for details.

Numbering of Courses

The four-letter prefix will be used to identify subject areas as follows:

1st digit: Identifies level
0—developmental,
1—freshman
2—sophomore

2nd digit: Identifies credit hour value

3rd digit: Establishes course sequence.

4th digit: Establishes course sequence.

Welding Technology

Associate of Applied Science

Welding is a two-year, post-secondary program designed to qualify the student for entry-level code welding for industry. Upon successful completion of the program, the student will receive an Associate of Applied Science degree.

First Year

Semester I

WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW)
WLDG 1457 Intermediate Shielded Metal Arc Welding (SMAW)
WLDG 1313 Introduction to Blueprint Reading for Welders
ENGL 1301 Composition I

Semester II

WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW)
WLDG 1430 Introduction to Gas Metal Arc Welding (GMAW)
WLDG 1453 Intermediate Layout and Fabrication
College-Level Mathematics Elective

Summer Session I

WLDG 2447 Advanced Gas Metal Arc Welding (GMAW)

Summer Session II

WLDG 1412 Introduction to Flux Cored Welding (FCAW)

Second Year

Semester III

WLDG 1435 Introduction to Pipe Welding
WLDG 2453 Advanced Pipe Welding
SPCH 1321 Business & Professional Communication
Social/Behavioral Science Elective

Semester IV

WLDG 1434 Introduction to Gas Tungsten Arc Welding (GTAW)
WLDG 2451 Advanced Gas Tungsten Arc Welding (GTAW)
COSC 1301 Introduction to Computing
Humanities/Fine Arts Elective

Summer Session I

WLDG 1327 Welding Codes
WLDG 1380 Cooperative Education—Welding Technology/Welder (Capstone)

Total Semester Hours—71

Courses titled in **bold type** represent general education requirements.

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for Bennett Mechanical Comprehension and reading.

Department-specific courses must be taken in sequence and may have a prerequisite course. Exceptions must be approved in writing by the department chair.

Welding Technology
Entry Level Option

Certificate of Proficiency

Semester I

WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW)
WLDG 1457 Intermediate Shielded Metal Arc Welding (SMAW)
WLDG 1313 Introduction to Blueprint Reading for Welders

Semester II

WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW)
WLDG 1430 Introduction to Gas Metal Arc Welding (GMAW)
WLDG 1453 Intermediate Layout and Fabrication

Summer Session I

WLDG 2447 Advanced Gas Metal Arc Welding (GMAW)

Summer Session II

WLDG 1412 Introduction to Flux Cored Welding (FCAW)

Total Semester Hours—31

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for Bennett Mechanical Comprehension and reading.

Department-specific courses must be taken in sequence and may have a prerequisite course. Exceptions must be approved in writing by the department chair.

Welding Technology
Advanced Level Option

Certificate of Proficiency

Semester I

WLDG 1435 Introduction to Pipe Welding
WLDG 2453 Advanced Pipe Welding

Semester II

WLDG 1434 Introduction to Gas Tungsten Arc Welding (GTAW)
WLDG 2451 Advanced Gas Tungsten Arc Welding (GTAW)

Summer Session I

WLDG 1327 Welding Codes

Total Semester Hours—19

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for Bennett Mechanical Comprehension and reading.

Department-specific courses must be taken in sequence and may have a prerequisite course. Exceptions must be approved in writing by the department chair.

Course Descriptions

Agriculture

AGRI 1131 The Agricultural Industry (1-0) (1 credit)
Overview of world agriculture, nature of the industry, resource conservation, and the American agricultural system, including production, distribution, and marketing.

AGRI 1309 Computers in Agriculture
(2-2) (3 credits)
Use of computers in agricultural applications. Introduction to programming languages, word processing, electronic spreadsheets, and agricultural software.
Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

AGRI 1325 Marketing of Agricultural Products
(3-0) (3 credits)
Operations in the movement of agricultural commodities from producer to consumer, including the essential marketing functions of buying, selling, transporting, storing, financing, standardizing, pricing and risk bearing.

AGRI 1327 Poultry Science (2-3) (3 credits)
Introduction to the poultry industry. Practices and principles in the production and marketing of turkey, layers, broilers and specialized fowl. Management, automated equipment, product technology, incubation, and production economics.

AGRI 1407 Agronomy (3-2) (4 credits)
Principles and practices in the development, production, and management of field crops including plant breeding, plant diseases, soils, insect control, and weed control.

AGRI 1413 Plant Protection (3-2) (4 credits)
Principles and practices of controlling and preventing economic loss caused by plant pests. Includes instruction in entomology, plant pathology, weed science, crop science, environmental toxicology, and related environmental protection measures.

AGRI 1415 Horticulture (3-3) (4 credits)
Structure, growth, and development of horticultural plants from a practical and scientific approach. Environmental effects, basic principles of propagation, greenhouse and outdoor production, nutrition, pruning, chemical control of growth, pest control, and landscaping.

AGRI 1419 Introductory Animal Science
(3-3) (4 credits)
Scientific animal agriculture. Importance of livestock and meat industries. Selection, reproduction, nutrition, management, and marketing of beef cattle, swine, sheep, goats, and horses.

AGRI 2301 Agricultural Power Units (2-3) (3 credits)
Fundamentals of internal combustion engines: gasoline, diesel, and liquefied petroleum. Maintenance and adjustments of the electrical, ignition, fuel, lubricating, and cooling systems of agricultural power machinery.

AGRI 2303 Agricultural Construction I
(2-3) (3 credits)
Selection, use, and maintenance of hand and power tools; arc and oxy-acetylene welding; and construction material and principles.

AGRI 2304 Agricultural Construction II
(2-3) (3 credits)
Selection, use, and maintenance of hand and power tools; arc and oxy-acetylene welding; and construction materials and principles. A continuation of AGRI 2303

AGRI 2317 Introduction to Agricultural Economics
(3-0) (3 credits)
Fundamental economic principles and their applications to the problems of the industry of agriculture.

AGRI 2321 Livestock Evaluation (2-4) (3 credits)
Selection, evaluation, and classification of livestock and livestock products.

AGRI 2322 Livestock Evaluation II (2-4) (3 credits)
Selection, evaluation, and classification of livestock and livestock products. A continuation of AGRI 2321

AGRI 2330 Wildlife Conservation and Management
(3-0) (3 credits)
Principles and practices used in the production and improvement of wildlife resources. Aesthetic, ecological, and recreational uses of public and private lands.

Art

ARTS 1301 Art Appreciation
(3-0) (3 credits)
Exploration of the purposes and processes in the visual arts including evaluation of selected works.

ARTS 1301 Art Appreciation-*Honors* (3-0) (3 credits)
Exploration of the purposes and processes in the visual arts including evaluation of selected works.

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

ARTS 1303 Art History I (3-0) (3 credits)
Examination of painting, sculpture, architecture, and other art forms from prehistoric to present time.

ARTS 1304 Art History II (3-0) (3 credits)
Examination of painting, sculpture, architecture, and other art forms from prehistoric to present time.

ARTS 1311 Design I (3-3) (3 credits)
Elements and principles of art using two-and three-dimensional concepts.

ARTS 1312 Design II (3-3) (3 credits)
Elements and principles of art using two-and three-dimensional concepts.

ARTS 1316 Drawing I (3-3) (3 credits)
Investigation of drawing and techniques including descriptive and expressive possibilities.

ARTS 1317 Drawing II (3-3) (3 credits)
Investigation of drawing and techniques including descriptive and expressive possibilities.

ARTS 1413 Foundations of Art (3-3) (4 credits)
Introduction to the creative media designed to enhance artistic awareness and sensitivity through the creative and imaginative use of art materials and tools. Includes art history and culture through the exploration of a variety of art works with an emphasis on aesthetic judgment and growth.

ARTS 2316 Painting I (3-3) (3 credits)
Exploration of ideas using painting media and techniques.

ARTS 2317 Painting II (3-3) (3 credits)
Exploration of ideas using painting media and techniques.

ARTS 2323 Life Drawing I (3-3) (3 credits)
Basic Study of the human form.

ARTS 2324 Life Drawing II (3-3) (3 credits)
Basic Study of the human form.
Prerequisite: ARTS 2323

ARTS 2326 Sculpture I (3-3) (3 credits)
Exploration of ideas using sculpture media and techniques.

ARTS 2327 Sculpture II (3-3) (3 credits)
Exploration of ideas using sculpture media and techniques.
Prerequisite: Sculpture I ARTS 2326 recommended.

ARTS 2333 Printmaking I (3-3) (3 credits)
Exploration of ideas using various printmaking processes.

ARTS 2334 Printmaking II (3-3)
Exploration of ideas using various printmaking processes.

ARTS 2336 Fiber Arts I (3-3) (3 credits)
Structure and design of woven and non-woven fiber forms.

ARTS 2337 Fiber Arts II (3-3) (3 credits)
Structure and design of woven and non-woven fiber forms.

ARTS 2346 Ceramics I (3-3) (3 credits)
Exploration of ideas using basic ceramic processes.

ARTS 2347 Ceramics II (3-3) (3 credits)
Exploration of ideas using basic ceramic processes.

ARTS 2348 Digital Art I (3-3) (3 credits)
Studio art courses that explore the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts.

ARTS 2349 Digital Art II (3-3) (3 credits)
Studio art courses that explore the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts.

Automotive Technology

AUMT 1213 Theory of Automotive Suspension and Steering Systems (2-0) (2 credits)
A study of automotive suspension and steering systems including the theory of wheel and tire construction and alignment angles and procedures.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 1316

AUMT 1241 Theory of Automotive Climate Control Systems (2-0) (2 credits)
Theory of automotive climate control systems. Emphasis on the basic refrigeration cycle and diagnosis of system malfunctions. Includes manual

and electronic climate control systems. Theory, diagnosis and repair of automotive supplemental restraint systems also included in the course of study.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 1345

AUMT 1253 Theory of Automotive Electrical Systems (2-0) (2 credits)
A course in automotive electrical systems including operational theory, testing and diagnosis of batteries, charging and starting systems, and electrical accessories. Use of electrical schematic diagrams and service.
Co-requisite: AUMT 1307

AUMT 1257 Theory of Automotive Brake Systems (2-0) (2 credits)
Theory and principles related to the design, operation, and servicing of automotive braking systems. Includes disc and drum-type brakes, hydraulic systems, power assist components, anti-lock brake systems, and diagnosis and reconditioning procedures.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 1310

AUMT 1307 Automotive Electrical Systems Lab (1-6) (3 credits)
An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of batteries, charging and starting systems, and electrical accessories. Emphasis on electrical schematic diagrams and service manuals. May be taught manufacturer specific.
Co-requisite: AUMT 1253

AUMT 1310 Automotive Brake Systems Lab (1-6) (3 credits)
Operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. May be taught with manufacturer specific instructions.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 1257

AUMT 1316 Automotive Suspension and Steering Systems Lab (1-6) (3 credits)
A study of automotive suspension and steering systems including tire and wheel problem diagnosis, component repair, and alignment procedures. May be taught manufacturer specific.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 1213

Visit the TJC Web site @ www.tjc.edu

AUMT 1319 Automotive Engine Repair Lab (1-6) (3 credits)
Fundamentals of engine operation, diagnosis and repair. Emphasis on identification, inspection, measurements, disassembly, repair, and reassembly of the engine. May be taught manufacturer specific.
Prerequisite: AUMT 2231 and 2334
Co-requisite: AUMT 2205

AUMT 1345 Automotive Climate Control Systems Lab (1-6) (3 credits)
Diagnosis and repair of manual/electronic climate control systems. Emphasis on the basic refrigeration cycle and diagnosis and repair of system malfunctions. Includes EPA guidelines for refrigerant handling and new refrigerant replacements. Theory, diagnosis and repair of automotive supplemental restraint systems also included in the course of study. May be taught manufacturer specific.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 1241

AUMT 1380 Cooperative Education—Automobile/ Automotive Mechanics Technology/ Technician (1-20) (3 credits) (Capstone)
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the College, employer, and student. Under the supervision of the College and the employer, the student combines classroom learning with work experience. Includes a lecture component.
Prerequisites: All other degree requirements must be met prior to enrolling in AUMT 1380

AUMT 2205 Theory of Automotive Engine Repair (2-0) (2 credits)
Fundamentals of engine operation and diagnosis including lubrication and cooling systems. Emphasis on identification of components, measurements, inspections, and repair methods.
Prerequisite: AUMT 2334 and 2231
Co-requisite: AUMT 1319

AUMT 2209 Theory of Automotive Drive Train and Axle (2-0) (2 credits)
A study of automotive clutches, clutch operation devices, manual transmissions/transaxles, and differentials. Emphasis on theory and diagnosis of transmission/transaxle and drive line components.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 2313

AUMT 2215 Theory of Automotive Engine Performance Analysis I (2-0) (2 credits)
Operation and diagnosis of basic engine dynamics including the study of the ignition system, fuel

delivery systems, and the use of engine performance diagnostic equipment.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 2317

AUMT 2223 Theory of Automotive Automatic Transmission and Transaxle (2-0) (2 credits)
Theory of operation, hydraulic principles, and electronic circuits of modern automatic transmissions and transaxles. Discussion of diagnosing and repair techniques.
Prerequisite: AUMT 2209 and 2313
Co-requisite: AUMT 2325

AUMT 2231 Theory of Automotive Engine Performance Analysis II (2-0) (2 credits)
A study of emission systems, computerized engine performance systems, and advanced ignition and fuel systems including advanced engine performance diagnostic equipment.
Prerequisite: AUMT 2215 and 2317
Co-requisite: AUMT 2334

AUMT 2307 Hybrid Systems Diagnostics (2-4) (3 credits)
An advanced study of hybrid vehicles and the unique characteristics of hybrid systems. Includes hybrid safety procedures and diagnosis and repair of hybrid systems.
Prerequisite: AUMT 2231 and 2334

AUMT 2313 Automotive Drive Train and Axles Lab (1-6) (3 credits)
A study of automotive clutches, clutch operation devices, manual transmissions/ transaxles, and differentials with emphasis on diagnosis and repair. May be taught with manufacturer specific instructions.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 2209

AUMT 2317 Automotive Engine Performance Analysis I Lab (1-6) (3 credits)
Theory, operation, diagnosis of drivability concerns, and repair of ignition and fuel delivery systems. Use of basic engine performance diagnostic equipment. May be taught with manufacturer specific instructions.
Prerequisite: AUMT 1253 and 1307
Co-requisite: AUMT 2215

AUMT 2325 Automotive Automatic Transmission and Transaxle Lab (1-6) (3 credits)
A study of the operation, hydraulic principles, and related circuits of modern automatic transmissions and automatic transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and proper repair techniques. May be taught manufacturer specific.
Prerequisite: AUMT 2209 and 2313
Co-requisite: AUMT 2223

AUMT 2334 Automotive Engine Performance Analysis II Lab (1-6) (3 credits)
A study of diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems; and proper use of advanced engine performance diagnostic equipment. May be taught manufacturer specific.
Prerequisite: AUMT 2215 and 2317
Co-requisite: AUMT 2231

Biology

BIOL 1322 Nutrition & Diet Therapy I (3-0) (3 credits)
Study of the chemical, physical, and sensory properties of food; nutritional quality, and food use and diet applications.

BIOL 1406 Biology for Science Majors I (3-3) (4 credits)
Fundamental concepts of biology including the scientific method, the chemical and molecular basis of life, cell structure, function, and reproduction; energy transformations, and principles of genetics. For the science major.

BIOL 1407 Biology for Science Majors II (3-3) (4 credits)
Fundamental principles of evolution including a taxonomic approach to the diversity of life, and basic concepts of ecology. For the science major.

BIOL 1408 Biology for Non-Science Majors I (3-3) (4 credits)
Fundamental principles of living organisms including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of reproduction, genetics, ecology, and the scientific method are included.

BIOL 1409 Biology for Non-Science Majors II (3-3) (4 credits)
Fundamental principles of living organisms including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of reproduction, genetics, ecology, and the scientific method are included. Emphasizes the development, structure, and function of organ systems in man.

BIOL 1411 General Botany (3-3) (4 credits)
Study of structure and function of plant cells, tissues and organs. This includes an evolutionary survey and life histories of the following representative

groups: algae, fungi, mosses, liverworts, ferns, and seed producing organisms. Topics also cover plant reproduction and plant functional interactions with their environments and humans.

BIOL 1413 General Zoology (3-3) (4 credits)
Study of the principles of taxonomy, molecular biology, and ecology as they relate to animal form and function, diversity, behavior, and evolution. Appropriate for both non-science and science majors.

BIOL 1414 Introduction to Biotechnology I (3-3) (4 credits)
Overview of classical genetics, DNA structure, the flow of genetic information, DNA replication, gene transcription, protein translation. Principles of major molecular biology and genetic engineering techniques, including restriction enzymes and their uses, major types of cloning vectors, construction of libraries, Southern and Northern blotting, hybridization, PCR, DNA typing. Applications of these techniques in human health and welfare, medicine, agriculture and the environment. Introduction to the human genome project, gene therapy, molecular diagnostics, forensics, creation and uses of transgenic plants and animal and animal cloning and of the ethical, legal, and social issues and scientific problems associated with these technologies. Relevant practical exercises in the above areas.

BIOL 1424 Systematic Botany (3-3) (4 credits)
Introduction to the identification, classification, and evolutionary relationships of vascular plants with emphasis on flowering plants. Includes the importance of herbaria, collection techniques, and the construction and use of taxonomic keys.

BIOL 2401 Anatomy & Physiology I (3-3) (4 credits)
Beginning study of the structure and function of the human body, with emphasis on foundational concepts and focus on the integumentary, neuroendocrine, and musculoskeletal systems. A strong background in basic chemistry and introductory biochemistry and cellular biology is presumed.
Prerequisite: A grade of "C" or better in BIOL 1409, 2404, or CHEM 1406

BIOL 2402 Anatomy & Physiology II (3-3) (4 credits)
Continuation of the study of the structure and function of the human body, with emphasis on circulatory, digestive, respiratory, urinary, and reproductive systems, and the integration of all systems in maintaining homeostasis.
Prerequisite: A grade of "C" or better in BIOL 2401 and MATH 0303

BIOL 2404 Anatomy & Physiology (3-3) (4 credits)
Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. (Not designed to replace BIOL 2401 or 2402). This course is a prerequisite to BIOL 2401

BIOL 2406 Environmental Biology (3-3) (4 credits)
Human interaction with and effect upon plant and animal communities. Conservation, pollution, energy, and other contemporary ecological problems.

BIOL 2416 Genetics (3-3) (4 credits)
Study of the principles of molecular and classical genetics and the function and transmission of hereditary material with emphasis on plants. May include population genetics and genetic engineering.
Prerequisite: One college level Biology Course.

BIOL 2420 Microbiology for Non-Science Majors (3-3) (4 credits)
Study of the morphology, physiology and taxonomy of representative groups of pathogenic and nonpathogenic microorganisms. Pure cultures of microorganisms grown on selected media are used in learning laboratory techniques. Includes a brief preview of food microbes, public health and immunology. A strong background in basic chemistry, introductory biochemistry and basic cellular biology is presumed. For the health science student.
Prerequisite: BIOL 2404 or equivalent.

Business

ACCT 2401 Principles of Accounting I – Financial (3-3) (4 credits)
Accounting concepts and their application in transaction analysis and financial statement preparation; analysis of financial statements; and asset and equity accounting in proprietorships, partnerships, and corporations. Introduction to cost behavior, budgeting, responsibility, accounting, cost control and product costing.
Prerequisite: Completion of BCIS 1405 or professor consent

ACCT 2402 Principles of Accounting II Managerial (3-3) (4 credits)
Accounting concepts and their application in transaction analysis and financial statement preparation; analysis of financial statements; and asset and equity accounting in proprietorships,

partnerships, and corporations. Introduction to cost behavior, budgeting, responsibility accounting, cost control, and product costing.
Prerequisite: Completion of BCIS 1405 or professor consent.

BUSI 1301 Business Principles (3-0) (3 credits)
Introduction to the role of business in modern society. It includes an overview of business operations, an analysis of the specialized fields within the business organization, and the development of a business vocabulary.

Business Management

ACNT 1303 Introduction to Accounting I (3-0) (3 credits)
A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll.

ACNT 1304 Introduction to Accounting II (3-0) (3 credits)
A study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, and valuation of inventories in a manual and computerized environment. This course will be offered in the Spring only.
Prerequisite: ACNT 1303

ACNT 1311 Introduction to Computerized Accounting (2-2) (3 Credits)
Introduction to utilizing the computer in maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on a general ledger package.
Prerequisite: ACNT 1303

ACNT 1329 Payroll and Business Tax Accounting (2-2) (3 credits)
A study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in a manual and computerized environment. This course is offered in the Spring only.
Prerequisite: ACNT 1303

BMGT 1327 (BMGT 1303) **Principles of Management** (3-0) (3 credits)
Concepts, terminology, principles, theories, and issues in the field of management.

BMGT 1341 Business Ethics (3-0) (3 credits)
Discussion of ethical issues, the development of a moral frame of reference and the need for an awareness of social responsibility in management practices and business activities. Includes ethical corporate responsibility and relationships between organizational departments, divisions, executive management, and the public.

BMGT 2309 Leadership (3-0) (3 credits)
Concepts of leadership and its relationship to management. Prepares the student with leadership and communication skills needed to motivate and identify leadership styles.

BMGT 2310 Financial Management (3-0) (3 credits)
Development and use of accounting information to support managerial decision-making processes. Topics include managerial concepts and systems, various analyses for decision making, and planning and control.
Prerequisites: ACNT 1303, BUSG 1304

BMGT 2341 Strategic Management (3-0) (3 credits)
A study of the strategic management process, including analysis of how organizations develop and implement a strategy for achieving organizational objectives in a changing environment.
Prerequisite: BMGT 2310

BUSG 1304 Introduction to Financial Advising (3-0) (3 credits)
A study of the financial problems encountered by financial advisors when managing family financial affairs. Includes methods to advise clients on topics such as estate planning, retirement, home ownership, savings, and investment planning.

BUSG 2309 Small Business Management/ Entrepreneurship (3-0) (3 credits)
Starting, operating, and growing a small business. Includes facts about a small business, essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues.

HRPO 2301 Human Resources Management (3-0) (3 credits)
Behavioral and legal approaches to the management of human resources in organizations.

HRPO 2307 Organizational Behavior (3-0) (3 credits)
The analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts, and the integration of interdisciplinary concepts from the behavioral sciences.

MRKG 1311 Principles of Marketing (3-0) (3 credits)
Introduction to the marketing mix functions, and process. Includes identification of consumer and organizational needs, and explanation of environmental issues.

Chemistry

CHEM 1405 Introductory Chemistry I (3-3) (4 credits)
Survey course introducing chemistry. Topics include inorganic, organic, and environmental/consumer chemistry. Designed for non-science students. Suitable for elementary education majors as well.

CHEM 1406 Introductory Chemistry I – Allied Health Emphasis (3-3) (4 credits)
Survey course introducing chemistry. Topics include inorganic, organic, and biochemistry. Designed for allied health students.

CHEM 1411 General Chemistry I (3-4) (4 credits)
Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry.
Prerequisite: MATH 1314 with a grade of C, or concurrent enrollment

CHEM 1412 General Chemistry II (3-4) (4 credits)
Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering. Topics include chemical equilibrium; phase diagrams and spectrometry; acid base concepts; thermodynamics; kinetics; electrochemistry; muclear chemistry; and introduction to organcis chemisty and descriptive inorganic chemistry.
Prerequisite: CHEM 1411 with a grade of "C" or better

CHEM 2423 Organic Chemistry I (3-4) (4 credits)
Study of the properties and behavior of hydrocarbon compounds and their derivatives, designed for students in science or pre-professional programs. Emphasis on structure, conformation, stereochemistry, mechanism of reaction, energetics, and synthesis. Lab work emphasizes preparation, separation, and characterization of compounds, including an introduction to gas chromatography and infrared spectroscopy.
Prerequisite: CHEM 1412 with a grade of "C" or better

CHEM 2425 Organic Chemistry II (3-4) (4 credits)
Study of the properties and behavior of hydrocarbon compounds and their derivatives, designed for students in science or pre-professional programs. Emphasis on structure, conformation, stereochemistry, mechanism of reaction, energetics, and synthesis. Lab work emphasizes preparation, separation, and characterization of compounds, including an introduction to mass spectroscopy and nuclear magnetic resonance spectroscopy.
Prerequisite: CHEM 2423 with a grade of "C" or better

Child Development/Early Childhood

CDEC 1303 (CHID 1321) **Families, School & Community** (3-1) (3 credits)
Study of the child, family, community, and schools. Includes parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content is aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours of field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. The student is responsible for transportation to an off-campus site.

CDEC 1311 (CHID 1311) **Educating Young Children** (3-1) (3 credits)
An introduction to the education of the young child. Includes developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content is aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours of field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. The student is responsible for transportation to an off-campus site.

CDEC 1313 (CHID 1313) **Curriculum Resources for Early Childhood Programs** (2-4) (3 credits)
A study of the fundamentals of curriculum design and implementation in developmentally appropriate programs for children. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1318 (CHID 1324) **Wellness of the Young Child** (2-3) (3 credits)
Factors impacting the well-being of young children. Includes healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content is aligned with State Board of Educator Certification Pedagogy and

Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours of field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. The student is responsible for transportation to an off-campus site.

CDEC 1319 (CHID 2312) **Child Guidance** (3-1) (3 credits)
An exploration of guidance strategies for promoting prosocial behaviors with individuals and groups of children. Emphasis on positive guidance principles and techniques, family involvement and cultural influences. Practical application through direct participation with children. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1321 (CDEC 2321) **The Infant and Toddler** (3-1) (3 credits)
A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality routines, appropriate learning environments, materials and activities, and teaching/guidance techniques. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1354 (CHID 1322) **Child Growth and Development** (3-1) (3 credits)
Physical, emotional, social and cognitive factors impacting growth and development of children through adolescence. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1356 Emergent Literacy for Early Childhood (3-1) (3 credits)
An exploration of principles, methods, and materials for teaching young children language and literacy through a play-based integrated curriculum. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1359 (CHID 2311) **Children with Special Needs** (3-1) (3 credits)
A survey of information regarding children with special needs, including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role and legislative issues. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1393 Special Topics in Early Childhood Education and Teaching (3-1) (3 credits)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course is designed to improve student proficiency in developing and practicing teaching strategies for language and literacy in a child-centered classroom. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 2326 (CHID 1312) **Administration of Programs for Children I** (3-1) (3 credits)
Application of management procedures for early child care education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 2328 (CHID 2322) **Administration of Programs for Children II** (3-1) (3 credits)
An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis and planning parent education/partnerships, and technical applications in programs. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.
Suggested prerequisite: CDEC 2326 or department chair approval.

CDEC 2374 Preschool Children: Learning Environments, Activities, and Materials (2-4) (3 credits)
A course focusing on developmentally appropriate practices during the preschool years. This course includes developing and designing interest areas, and environments for discovery learning. Also includes scheduling and planning age appropriate activities as well as writing daily and weekly activities and objectives. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

Visit the TJC Web site @ www.tjc.edu

CDEC 2384 (CHID 2386) **Cooperative Education—Child Development** (1-15) (3 credits)
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the College, employer, and student. A co-op may be a paid or unpaid experience. Under the supervision of the College and the employer, the student combines classroom learning with work experience. Participation in an early childhood setting is required for this course. Includes a lecture component. The student is responsible for transportation to an off-campus site.
Prerequisites: Educating Young Children (CDEC 1311), Curriculum Resources for Early Childhood Programs (CDEC 1313), Administration of Programs for Children I (CDEC 2326), and Child Guidance (CDEC 1319), OR department chair approval.

College Preparatory Studies

The Department of College Preparatory Studies at Tyler Junior College exists to assist students in achieving a Texas Success Initiative (TSI) complete status in reading, writing and mathematics. The Department of College Preparatory Studies also ensures academic growth and academic success by providing classroom instruction and open labs to ensure that TJC students develop basic skills sets that are required for university transfer and occupational-technical courses.

English

ENGL 0301 College Preparatory English I
(3-1) (3 credits)
This course develops fundamental writing skills such as idea generation, organization, style, utilization of standard English, and revision with an emphasis on basic grammar and usage, sentence structure, and paragraph development
Prerequisite: Appropriate Placement Scores

ENGL 0302 College Preparatory English II
(3-1) (3 credits)
This course develops fundamental writing skills such as idea generation, organization, style, utilization of standard English, and revision with an emphasis on writing logically developed paragraphs and short essays.
Prerequisite: Appropriate Placement Scores.

ENGL 0303 College Preparatory English III
(3-1) (3 credits)
This course develops fundamental writing skills such as idea generation, organization, style, utilization of standard English, and revision with an emphasis on writing advanced paragraphs and medium length essays. There is direct focus on writing skills necessary for THEA and English 1301.
Prerequisite: Appropriate Placement Scores.

Mathematics

MATH 0301 College Preparatory Mathematics I
(3-1) (3 credits)
This course encompasses arithmetic operations on integers, decimals, and fractions; algebraic expressions and linear equations; exponents; ratio, proportion, and percent; and geometry.
Prerequisite: Appropriate Placement Scores.

MATH 0302 College Preparatory Mathematics II
(3-1) (3 credits)
This course encompasses a study of linear equations and inequalities including their graphs and applications, exponents and polynomials, systems of equations, relations and functions.
Prerequisite: Appropriate Placement Scores.

MATH 0303 College Preparatory Mathematics III
(3-1) (3 credits)
This course encompasses a study of relations and functions, inequalities, factoring, polynomials, rational expressions, and quadratics with an introduction to complex numbers.
Prerequisite: Appropriate Placement Scores.

Reading

READ 0301 College Preparatory Reading I
(3-1) (3 credits)
This course improves basic reading skills through development of vocabulary and comprehension and basic reading rate.
Prerequisite: Appropriate Placement Scores
Co-Requisite: CPSS 0301. Students taking READ 0301 must successfully complete CPSS 0301 even if they test out of READ 0301

READ 0302 College Preparatory Reading II
(3-1) (3 credits)
This course improves basic reading skills through development of vocabulary and comprehension, and reading rate with an introduction to higher level thinking skills.
Prerequisite: Appropriate Placement Scores.

READ 0303 College Preparatory Reading III
(3-1) (3 credits)
This course improves basic reading skills through development of vocabulary and comprehension, and reading rate with a progression to and emphasis on critical thinking skills necessary for mastery of THEA, Accuplacer, and college credit-level classes.
Prerequisite: Appropriate Placement Scores.

Student Success

CORI 0100 College Orientation (0-1) (1 credit)
This course is **required** of **any new student** to Tyler Junior College as it facilitates student success and ensures each student transitions successfully into the college lifestyle. CORI 0100 educates new students about TJC-specific facilities, services, and information that will assist them throughout their attendance at Tyler Junior College. Topics discussed include: how to locate the Library or Campus Clinic, how to meet with an Advisor and secure a degree plan, how to finance educational goals, how to get involved on campus, as well as how to log-in and utilize Apache Access to register, or if necessary, withdraw from classes. CORI 0100 is offered each Fall or Spring semester via an interactive, distance education presentation. (CORI 0100 does not count toward graduation.)

CPSS 0301 College Preparatory Student Success (3-1) (3 credits)
This course synthesizes the psychology of learning and success. CPSS examines factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning styles. Techniques of study such as time management, listening and note taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources are covered. Students enrolled in READ 0301 and students on Academic Suspension must successfully complete CPSS 0301; however, all TJC students who can benefit from the skill sets acquired in CPSS are welcome to take the course.

Communications

COMM 1129, 1130, 2129, 2130
News Publications I, II, III, IV (0-3) (1 credit)
A course involving learning derived through working experience on the staff of the College newspaper, *The Apache Pow Wow*. Students work for prescribed periods under faculty supervision at least three hours per week. Students may earn a maximum of four credit hours in news publications.
Prerequisites: COMM 1307 or professor approval. Courses must be taken in sequence along with the appropriate lecture course

COMM 1307 Introduction to Mass Communication (3-0) (3 credits)
Study of the media by which entertainment and information messages are delivered. Includes an overview of the traditional media: their functions, structures, supports, and influences.

COMM 1316 News Photography I (2-4) (3 credits)
Problems and practices of photography for newspapers. Includes instruction in camera and equipment operation and maintenance, film and plate developing, and printing media.

COMM 2120 Practicum in Electronic Media (1-0) (1 credit)
Lecture and laboratory instruction and participation.
Prerequisite: COMM 2311
Corequisite: COMM 2339

COMM 2289 Academic Cooperative—*Communications* (1-0-2) (2 credits)
An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of communication.
Prerequisite: Department chair approval.

COMM 2301 Introduction to Technology and Human Communication (3-0) (3 credits)
A survey of emerging interactive communication technologies and how they influence human communication, including interpersonal, group decision-making, and public and private communication contexts. *(Cross-listed as SPCH 2301)*
Prerequisite: Qualifying THEA (or alternative) writing test scores or completion of ENGL 0302

COMM 2305 Editing & Layout (3-0) (3 credits)
Editing and layout processes, with emphasis on accuracy and fairness, including the principles and techniques of design.
Preprequisites: COMM 2311, COMM 2315 and concurrent enrollment in COMM 2129

COMM 2311 News Gathering & Writing I (3-0) (3 credits)
Fundamentals of writing news for the mass media. Includes instruction in methods and techniques for gathering, processing and delivering news in a professional manner.
Prerequisites: COMM 1307 and concurrent enrollment in COMM 1129

COMM 2315 News Gathering & Writing II (3-0) (3 credits)
Continuation of the aims and objectives of news gathering and writing with emphasis on advanced reporting techniques.
Prerequisite: COMM 2311 and concurrent enrollment in COMM 1130

COMM 2327 Introduction to Advertising
(3-0) (3 credits)
Fundamentals of advertising including marketing theory and strategy, copy writing, design, and selection of media.
Prerequisite: ENGL 1301

COMM 2330 Introduction to Public Relations
(3-0) (3 credits)
Exploration of the history and development of public relations. Presentation of the theory behind and the process of public relations, including the planning, implementation, and evaluation of PR campaigns.
Prerequisite: ENGL 1301

COMM 2339 Writing for Radio, Television & Film
(3-0) (3 credits)
Introduction to basic script formats, terminology and writing techniques, including the writing of commercials, public service announcements promotions, news, documentary and fictional materials.
Prerequisite: COMM 2311
Corequisite: COMM 2120

COMM 2366 Introduction to Film
(3-0) (3 credits)
Emphasis on the analysis of the visual and aural aspects of selected motion pictures, dramatic aspects of narrative films and historical growth and sociological effect of film as an art.

Computer Information Systems

BCIS 1405 Business Computer Applications
(3-3) (4 credits)
Computer terminology, hardware, software, operating systems, and information systems relating to the business environment. The main focus of this course is on business applications of software, including word processing, spreadsheets, databases, presentation graphics, and business-oriented utilization of the Internet. (This course is part of the Business Field of Study Curriculum.)

CETT 1407 Fundamentals of Electronics
(3-3) (4 credits)
Applies concepts of electricity, electronics, and digital fundamentals; supports programs requiring a general knowledge of electronics.

COSC 1301 Introduction to Computing
(2-4) (3 credits)
Overview of computer systems—hardware, operating systems, and microcomputer application software, including the Internet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society, and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science.

COSC 1301 Introduction to Computing-*Honors* (2-4) (3 credits)
Overview of computer systems—hardware, operating systems, and microcomputer application software, including the Internet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society, and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science.
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

COSC 1430 Computer Programming
(3-3) (4 credits)
Introduction to computer programming in various programming languages. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes coverage of language syntax, data and file structures, input/output devices, and disks/files.

COSC 1436 Programming Fundamentals I
(3-3) (4 credits)
Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. (This course is included in the Field of Study Curriculum for Computer Science.)
Prerequisite: COSC 1430 or programming experience.

COSC 1437 Programming Fundamentals II
(3-3) (4 credits)
Review of control structures and data types with emphasis on structured data types. Applies the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Includes basic analysis of algorithms, searching and sorting

techniques, and an introduction to software engineering. (This course is included in the Field of Study Curriculum for Computer Science.)
Prerequisite: COSC 1436

COSC 2425 Computer Organization and Machine Language (3-3) (4 credits)
Basic computer organization; machine cycle, digital representation of data and instructions; assembly language programming, assembler, loader, macros, subroutines, and program linkages. (This course is included in the Field of Study Curriculum for Computer Science.)
Prerequisite: COSC 1436

COSC 2436 Programming Fundamentals III (3-3) (4 credits)
Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), and algorithmic analysis. (This course is included in the Field of Study Curriculum for Computer Science.)
Prerequisite: COSC 1437

CPMT 1347 Computer System Peripherals (2-4) (3 credits)
Theory and practices involved in computer peripherals, operation and maintenance techniques, and the use of specialized test equipment.
Prerequisite: CPMT 1411

CPMT 1411 Introduction to Computer Maintenance (3-3) (4 credits)
Introduction to the installation, configuration, and maintenance of a microcomputer system. Includes procedures for installing and troubleshooting all major subsystems in a basic personal computer.
Prerequisite: ITSC 1305 or concurrent enrollment.

EECT 1300 Technical Customer Service (3-0) (3 credits)
General principles of customer service within a technical environment. Topics include internal/external customer relationships, time management, best practices, and verbal and non-verbal communications skills.

EECT 1303 Introduction to Telecommunications (3-0) (3 credits)
An overview of the telecommunications industry. Topics include the history of the telecommunications industry, terminology, rules and regulations, and industry standards and protocols. Also includes basic electronics concepts as they relate to transmission of data through communications networks.

ITCC 1401 Cisco Exploration 1—Network Fundamentals (3-3) (4 credits)
A course introducing the architecture, structure, functions, components, and models of the Internet. Describes the use of OSI and TCP layered models to examine the nature and roles of protocols and services at the applications, network, data link, and physical layers. Covers the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations. Build simple LAN topologies by applying basic principles of cabling; perform basic configurations of network devices, including routers and switches; and implementing IP addressing schemes.

ITCC 1404 Cisco Exploration 2—Routing Protocols and Concepts (3-3) (4 credits)
This course describes the architecture, components, and operation of routers, and explains the principles of routing and routing protocols. Students analyze, configure, verify, and troubleshoot the primary routing protocols RIPv1, RIPv2, EIGRP, and OSPF. Recognize and correct common routing issues and problems. Model and analyze routing processes.
Prerequisite: ITCC 1401

ITCC 2408 Cisco Exploration 3—LAN Switching and Wireless (3-3) (4 credits)
This course helps students develop an in-depth understanding of how switches operate and are implemented in the LAN environment for small and large networks. Detailed explanations of LAN switch operations, VLAN implementation, Rapid Spanning Tree Protocol (RSTP), VLAN Trunking Protocol (VTP), Inter-VLAN routing, and wireless network operations. Analyze, configure, verify, and troubleshoot VLANs, RSTP, VTP, and wireless networks. Campus network design and Layer 3 switching concepts are introduced.
Prerequisite: ITCC 1404

ITCC 2410 Cisco Exploration 4—Accessing the WAN (3-3) (4 credits)
This course explains the principles of traffic control and access control lists (ACLs) and provides an overview of the services and protocols at the data link layer for wide-area access. Describes user access technologies and devices and discovers how to implement and configure Point-to-Point Protocol (PPP), Point-to-Point Protocol over Ethernet (PPPoE), DSL, and Frame Relay. WAN security concepts, tunneling, and VPN basics are introduced. Discusses the special network services required by converged applications and an introduction to quality of service (QoS).
Prerequisite: ITCC 2408

ITCC 2432 (ITCC 2332) **CCNP 1: Advanced Routing** (3-3) (4 credits)
A study of advanced network deployment issues and methods used to configure Cisco routers for effective LAN and WAN traffic management. Topics include designing scalable Internetworks, managing traffic, configuring OSPF in single and multiple areas, configuring EIGRP, configuring and using interior and border gateway routing protocols, and techniques used for route filtering and route redirection.
Prerequisites: ITCC 1346 or 2410 or CCNA certification

ITCC 2436 (ITCC 2336) **CCNP 2: Remote Access** (3-3) (4 credits)
Designing and building remote access networks with Cisco products. Topics include assembling and cabling WAN components, configuring network connections via asynchronous modem, ISDN, X.25, broadband, Virtual Private Network (VPN) and frame relay architectures and associated protocols.
Prerequisite: ITCC 2332 or 2432

ITCC 2440 (ITCC 2340) **CCNP 3: Multilayer Switching** (3-3) (4 credits)
This course introduces students to the deployment of state-of-the-art campus LANs. The course focuses on the selection and implementation of the appropriate Cisco IOS services to build reliable, scalable, multilayer-switched LANs. Students will develop skills with VLANs, VTP, STP, inter-VLAN routing, multilayer switching, redundancy, Cisco AVVID solutions, Quality of Service (QoS) issues, campus LAN security, and emerging transparent LAN services. Key course stresses the design, implementation, operation, and troubleshooting of switched and routed environments.
Prerequisite: ITCC 2336 or 2436

ITCC 2444 (ITCC 2344) **CCNP 4: Internetwork Troubleshooting** (3-3) (4 credits)
This course focuses on documenting and baselining networks and Layer 1 through 4 troubleshooting. Topics include Cisco Troubleshooting Tools, diagnosing and correcting problems within TCP/IP, Frame Relay, and ISDN network connections.
Prerequisite: ITCC 2340 or 2440

ITMT 1300 Implementing and Supporting Microsoft Windows XP Professional (2-4) (3 credits)
Addresses the implementation and desktop support needs of customers that are planning to deploy and support Microsoft Windows XP Professional in a variety of stand-alone and network operating system environments. In-depth, hands-on training for Information Technology (IT) professionals responsible for the planning, implementation, management, and support of Windows XP Professional.
Prerequisite: ITSC 1305 and ITNW 1325 or concurrent enrollment

ITMT 1371 Installing and Configuring Windows 7 (2-4) (3 credits)
A course in the installation and configuration of Windows 7 on client desktops. Topics include upgrading, deploying and migrating to Windows 7; configuring hardware and applications, network connectivity, access to resources, mobile computing and backup and recovery options.
Prerequisite: ITMT 1300

ITMT 1372 Enterprise Desktop Support Technician (2-4) (3 credits)
A course in the support of applications running on client desktops under Windows 7. Topics include: identifying the cause of and resolving desktop applications, networking and security issues; and managing and maintaining systems that run Windows 7 client.
Prerequisite: ITMT 1371

ITMT 2301 Windows Server 2008 Network Infrastructure Configuration (2-4) (3 credits)
A course in Windows Server 2008 networking infrastructure to include installation, configuration, and troubleshooting of Internet Protocol (IP) addressing, network services and security.
Prerequisite: ITMT 2302

ITMT 2302 Windows Server 2008 Active Directory Configuration (2-4) (3 credits)
A study of Active Directory Service on Windows Server 2008. Concepts of resource management within an enterprise network environment.
Prerequisite: ITMT 1372

ITMT 2351 Windows Server 2008: Server Administrator (2-4) (3 credits)
Knowledge and skills for the entry-level server administrator or information technology (IT) professional to implement, monitor and maintain Windows Server 2008 servers.
Prerequisite: ITMT 2301

ITNW 1325 Fundamentals of Networking Technologies (3-1) (3 credits)
Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.

Visit the TJC Web site @ www.tjc.edu

ITNW 2354 Internet/Intranet Server (Capstone Course) (2-4) (3 credits)
Designing,installing, configuring, maintaining, and managing an Internet/Intranet server. Skills Includee designing and establishing domain relationships; implementing internal and external security; installing and configuring network services; and maintaining an existing server.
Prerequisite: ITMT 2351

ITSC 1305 Introduction to PC Operating Systems (2-4) (3 credits)
Introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.

ITSC 2386 Internship—Computer and Information Sciences, General (0-9) (3 credits)
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer.
Prerequisites: Completion of at least 45 semester hours of the degree plan.

ITSE 1359 Introduction to Scripting Languages (2-4) (3 credits)
Introduction to scripting languages including basic data types, control structures, regular expressions, input/output, and textual analysis.
Prerequisite: ITMT 2302 or concurrent enrollment

ITSY 1300 Fundamentals of Information Security (3-0) (3 credits)
An introduction to information security including vocabulary and terminology, ethics, the legal environment, and risk management. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. The importance of appropriate planning, policies and administrative controls is also discussed.

Criminal Justice

CJSA 1308 Criminalistics I (3-0) (3 credits)
Introduction to the field of criminalistics. Topics include the application of the scientific and technical methods in the investigation of crime including location, identification, and handling of evidence for scientific analysis.

CJSA 1393 Special Topics in Criminal Justice Studies—Violent Crime Investigations (Capstone) (3-0) (3 credits)
Concepts, investigation process, scene management, required documentation and case management of incidents of criminal homicide, non-criminal causes of death, sexual assault, child abuse, physical assault, kidnapping and other violent crimes.
Prerequisites: CJSA 1308 and CRIJ 2314
Co-requisite: FORS 2440

CRIJ 1301 Introduction to Criminal Justice (3-0) (3 credits)
History, philosophy, and ethical considerations of criminal justice; the nature and impact of crime; and an overview of the criminal justice system, including law enforcement and court procedures.

CRIJ 1306 Court Systems and Practices (3-0) (3 credits)
Study of the judiciary in the American criminal justice system and the adjudication processes and procedures.

CRIJ 1307 Crime in America (3-0) (3 credits)
American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes and prevention of crime.

CRIJ 1310 Fundamentals of Criminal Law (3-0) (3 credits)
Study of criminal law, its philosophical and historical development, major definitions and concepts, classifications and elements of crime, penalties using Texas statutes as illustrations, and criminal responsibility.

CRIJ 1313 Juvenile Justice System (3-0) (3 credits)
A study of the juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of police agencies, role of correctional agencies, and theories concerning delinquency.

CRIJ 2301 Community Resources in Corrections (3-0) (3 credits)
An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment.

CRIJ 2313 Correctional Systems and Practices (3-0) (3 credits)
Corrections in the criminal justice system; organization of correctional systems; correctional role; institutional operations; alternatives to institutionalization; treatment and rehabilitation; current and future issues.

CRIJ 2314 Criminal Investigation (3-0) (3 credits)
Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation.

CRIJ 2323 Legal Aspects of Law Enforcement (3-0) (3 credits)
Police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; police liability.

CRIJ 2328 Police Systems and Practices (3-0) (3 credits)
The police profession; organization of law enforcement systems; the police role; police discretion; ethics; police-community interaction; current and future issues.

FORS 2440 Forensic Science I (3-3) (4 credits)
Survey of the procedures of crime scene investigation in gathering evidence and applicable scientific technologies that follow established protocols by first responders; a preview of how criminalists in forensic laboratories will process the gathered evidence will be presented.
Prerequisites: CJSA 1308 and CRIJ 2314
Co-requisite: CJSA 1393

Dance

DANC 1141 Ballet I (0-6) (1 credit)
Instruction and participation in ballet technique. Instruction and participation in ballet as part of the performing arts, plus exploration of ballet technique with emphasis on a long series of movements, beats, adagio, jumps, etc., while stressing clarity of movements as well as precision in execution.

DANC 1142 Ballet II (0-6) (1 credit)
Instruction and participation in ballet technique. Introduces variations from the classical and neo-classical repertoire.
Prerequisite: DANC 1141

DANC 1145 Modern Dance I (1-2) (1 credit)
Instruction and participation in modern technique. Instruction and participation in modern dancing as part of the performing arts; includes exploring individual potential using self-awareness techniques in the areas of structure and alignment, breathing and relaxation, and imaging and improvisation.

DANC 1146 Modern Dance II (1-2) (1 credit)
Instruction and participation in modern technique. Introduces concepts of partnering along with solo group work.
Prerequisite: DANC 1145

DANC 1147 Jazz Dance I (1-2) (1 credit)
Instruction and participation in jazz technique. Instruction and participation in jazz dancing as part of the performing arts as well as an exploration of jazz technique with focus on style, rhythm and dynamics.

DANC 1148 Jazz Dance II (1-2) (1 credit)
Instruction and participation in jazz technique. Introduces concepts of solo and group work.
Prerequisite: DANC 1147

DANC 1151, 1152, 2151, 2152 Dance Performance I, II, III, IV (1-2) (1 credit)
Instruction and participation in dance performance. Beginning, intermediate and advanced performance techniques including production work.
Prerequisite: Audition with professor
Co-requisite: Dance technique class.

DANC 1210 Tap I (2-1) (2 credits)
Instruction and participation in tap dance technique as part of the performing arts as well as an exploration of tap techniques with focus on style, rhythm and dynamics.

DANC 1211 Tap II (2-1) (2 credits)
Instruction and participation in tap dance technique. Introduces concepts of group and solo work.
Prerequisite: DANC 1210

DANC 1251, 1252, 2251, 2252 Performance I, II, III, IV (2-2) (2 credits)
Instruction and participation in dance performance. Intermediate and advanced performance techniques including production work.
Prerequisite: Audition with professor
Co-requisite: Dance technique class

DANC 2141 Ballet III (0-6) (1 credit)
Instruction and participation in ballet technique. A continuation of the development of ballet technique including more complicated exercises at the barre and centre floor while stressing precision of movement.
Prerequisite: DANC 1142

DANC 2142 Ballet IV (0-6) (1 credit)
Instruction and participation in ballet technique. Begins pointe for women and specialized beats and tours for men while developing individual proficiency and technical virtuosity.
Prerequisite: DANC 2141

DANC 2303 Dance Appreciation I (3-0) (3 credits)
A survey of primitive, classical, and contemporary dance and its interrelationship with cultural developments and other art forms.

Visit our Web site @ www.tjc.edu or call **1–800–687–5680**

Dental Hygiene

DHYG 1123 Dental Hygiene Practice (0-2) (1 credit)
Emphasis on the laws governing the practice of dentistry and dental hygiene, moral standards, and the ethical standards established by the dental hygiene profession. Practice settings for the dental hygienist, office operations and preparation for employment.

DHYG 1207 General and Dental Nutrition (2-1) (2 credits)
General nutrition and nutritional biochemistry with emphasis on the effects of nutrition, dental health, diet, and application of counseling strategies.

DHYG 1227 Preventive Dental Hygiene Care (2-0) (2 credits)
The dental hygienist in the dental health care system emphasizing the basic concepts of disease prevention and health promotion. Communication and behavior modification skills are utilized to facilitate the role of the dental hygienist as an educator.

DHYG 1235 Pharmacology for the Dental Hygienist (2-0) (2 credits)
The study of the classes of drugs and their uses, actions, interactions, side effects, contraindications, and systemic and oral manifestations with emphasis on dental applications.

DHYG 1260 Clinical I—Dental Hygienist (0-11) (2 credits)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

DHYG 1301 Orofacial Anatomy, Histology, and Embryology (2-4) (3 credits)
The histology and embryology of oral tissues, gross anatomy of the head and neck, tooth morphology, and individual tooth identification.

DHYG 1304 Dental Radiology (2-4) (3 credits)
Radiation physics, biology, hygiene, and safety theories with emphasis on the fundamentals of oral radiographic techniques and interpretation of radiographs. Includes exposure of intra-oral radiographs, quality assurance, radiographic interpretation, patient selection criteria, and other ancillary radiographic techniques.

DHYG 1311 Periodontology (3-0) (3 credits)
Normal and diseased periodontium including the structural, functional, and environmental factors. Emphasis on etiology, pathology, treatment modalities, and therapeutic and preventive periodontics.

DHYG 1315 Community Dentistry (2-3) (3 credits)
The principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation, and evaluation including methods and materials used in teaching dental health education in various community settings.

DHYG 1319 Dental Materials (2-2) (3 credits)
Physical and chemical properties of dental materials including the application and manipulation of the various materials used in dentistry.

DHYG 1339 General and Oral Pathology (3-0) (3 credits)
General study of disturbances in human body development, diseases of the body, and disease prevention measures. Emphasis on the oral cavity and associated structures.

DHYG 1431 Preclinical Dental Hygiene (2-8) (4 credits)
Foundational knowledge for performing clinical skills on patients with emphasis on procedures and rationale for performing dental hygiene care.

DHYG 2201 Contemporary Dental Hygiene Care I (2-0) (2 credits)
Dental hygiene care for the medically or dentally compromised patient including supplemental instrumentation techniques.

DHYG 2231 Contemporary Dental Hygiene Care II (2-0) (2 credits)
A continuation of Contemporary Dental Hygiene Care I. Dental hygiene care for the medically or dentally compromised patient including advanced instrumentation techniques.

DHYG 2360 Clinical II—Dental Hygienist (0-16) (3 credits)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

DHYG 2362 Clinical III—Dental Hygienist (0-16) (3 credits)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Diagnostic Medical Sonography

DMSO 1210 Introduction to Sonography (2-0) (2 credits)
Introduction to the profession of sonography and the role of the sonographer. Emphasis on medical terminology, ethical/legal aspects, written and verbal

communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession.

DMSO 1266 Practicum I—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-20) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

DMSO 1267 Practicum II—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-20) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

DMSO 1302 Basic Ultrasound Physics
(3-0) (3 credits)
Basic acoustical physics and acoustical waves in human tissue. Emphasis on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission, and resolution of sound beams.

DMSO 1342 Intermediate Ultrasound Physics
(3-0) (3 credits)
Continuation of Basic Ultrasound Physics. Includes interaction of ultrasound with tissues, mechanics of ultrasound production and display. Various transducer designs and construction, quality assurance, bioeffects, and image artifacts. May introduce methods of Doppler flow analysis.

DMSO 1441 Abdominopelvic Sonography
(3-4) (4 credits)
Study of normal cross-sectional anatomy and physiology of the abdominal/pelvic cavities as related to scanning techniques, transducer selection, and scanning protocols.

DMSO 2266 Practicum III—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-20) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

DMSO 2343 Advanced Ultrasound Principles and Instrumentation (3-2) (4 credits)
Advanced course emphasizing the theory and practice of ultrasound principles including advances in ultrasound technology.

DMSO 2345 Advanced Sonography Practices
(3-0) (3 credits)
Advanced sonographic procedures, emerging ultrasound applications, and special topics. Review of previously covered material is included. Vascular methodology, case studies, and film critique are discussed.

DMSO 2353 Sonography of Superficial Structures
(3-0) (3 credits)
Previously DMSO 2353 Sonography III
Detailed study of normal and pathological superficial structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.

DMSO 2367 Practicum IV—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (Capstone Course)
(0-29) (3 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

DMSO 2441 Sonography of Abdominopelvic Pathology (3-2) (4 credits)
Pathologies and disease states of the abdomen and pelvis as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Emphasizes endocavitary sonographic anatomy and procedures including pregnancy.

DMSO 2505 Sonography of Obstetrics/Gynecology
(4-2) (5 credits)
Detailed study of the pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.

DSVT 1103 Introduction to Vascular Technology
(1-0) (1 credit) (8 weeks)
Introduction to basic non-invasive vascular theories. Emphasize image orientation, transducer handling, and identification of anatomic structures.

DSVT 1191 Special Topics in DMS Technician
(1-0) (1 credit) (8 weeks)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

DSVT 1166 Practicum I—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-16) (2 credits) (8 weeks)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

Visit the TJC Web site @ www.tjc.edu

DSVT 1167 Practicum II—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-16) (2 credits) (8 weeks)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

DSVT 2200 Vascular Technology Application (2-1) (2 credits) (8 weeks)
Non-invasive vascular technology. Includes 2-D imaging, Doppler, plethysmography, and segmental pressures. Emphasizes protocols for performing basic venous and arterial imaging and non-imaging exams.

DSVT 2335 Advanced Non-Invasive Vascular Technology (2-2) (3 credits) (8 weeks)
Non-Invasive vascular concepts. Includes harmonics, contrasts, power Doppler, digital intraoperative, intravascular, abdominal vascular, graft surveillance, vascular interventions and research. Emphasizes extensive review or case studies, technical reporting, preliminary interpretation, and registry review.

Economics

ECON 2301 Principles of Macroeconomics (3-0) (3 credits)
History, development, and application of macroeconomic and microeconomic theory underlying the production, distribution, and exchange of goods and services including the utilization of resources, analysis of value and prices, national income analysis, fiscal policies, monetary and banking theory and policy, distribution of income, labor problems, international economics, and economics systems. Attention given to the application of economic principles to economic problems. This course is also offered via Internet.

ECON 2302 Principles of Microeconomics (3-0) (3 credits)
History, development, and application of macroeconomic and microeconomic theory underlying the production, distribution, and exchange of goods and services including the utilization of resources, analysis of value and prices, national income analysis, fiscal policies, monetary and banking theory and policy, distribution of income, labor problems, international economics, and economics systems. Attention given to the application of economic principles to economic problems. This course is also offered via Internet.

Education

EDUC 1301 Introduction to the Teaching Profession (3-1) (3 credits)
An enriched, integrated pre-service course and content experience that:
1) provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields;
2) provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations;
3) provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms;
4) course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and
5) course must include a minimum of 16 contact hours of field experience in P-12 classrooms.

EDUC 2301 Introduction to Special Populations (3-1) (3 credits)
An enriched, integrated pre-service course and content experience that:
1) provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning;
2) provides students with opportunities to participate in early field observations of P-12 special populations;
3) should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and
4) must include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations.

Pre-requisite: EDUC 1301

EDUT 1170 Inquiry Approaches to Teaching (1-0) (1 credits)
An introduction to the theory and practice that is necessary to design and deliver inquiry-based science and mathematics instruction in elementary school.

EDUT 2170 Inquiry Based Lesson Design (1-0) (1 credits)
An introduction to the theory and practice that is necessary to design and deliver inquiry-based science and mathematics instruction in middle school.

Visit the TJC Web site @ www.tjc.edu

Emergency Medical Service Professions

EMSP 1145 International Trauma Life Support (0-3) (1 credit)
Theory and skills necessary for the management of trauma emergencies as specified by International Trauma Life Support (ITLS) guidelines.

EMSP 1149 Pre-Hospital Trauma Life Support (0-3) (1 credit)
Intense skill development in emergency field management, systematic rapid assessment, resuscitation, packaging, and transportation of patients. Includes experience necessary to meet initial certification requirements. Theory and skills necessary for the management of pre-hospital trauma emergencies as specified by the National Association of Emergency Medical Technicians (NAEMT) guidelines.

EMSP 1166 Practicum–EMT (0-0-7) (1 credit)
EMSP 1167 Paramedic Practicum I (0-0-7) (1 credit)
EMSP 1168 Paramedic Practicum II (0-0-7) (1 credit)
EMSP 1169 Paramedic Practicum III (0-0-7) (1 credit)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

EMSP 1191 Special Topics in Emergency Medical Technology/Technician (1-0) (1 credit)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

EMSP 1205 Emergency Care Attendant (1-3) (2 credits)
Theory and skills of immediate life saving care. Meets the requirements for certification as an Emergency Care Attendant (ECA).

EMSP 1338 Introduction to Advanced Practice (3-1) (3 credits)
An exploration of the foundations necessary for mastery of the advanced topics of clinical practice out of the hospital.

EMSP 1355 Trauma Management (2-2) (3 credits)
A detailed study of the knowledge and skills in the assessment and management of patients with traumatic injuries.

EMSP 1356 Patient Assessment and Airway Management (2-3) (3 credits)
A detailed study of the knowledge and skills required to perform patient assessment and airway management.

EMSP 1501 Emergency Medical Technician—Basic (4-4) (5 credits)
Preparation for certification as an Emergency Medical Technician (EMT)—Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an emergency service or other specialized services.

EMSP 2135 Advanced Cardiac Life Support (0-2) (1 credit)
Skill development for professional personnel practicing in critical care units, emergency departments, and paramedic ambulances. Establishes a system of protocols for management of the patient experiencing cardiac difficulties. Theory and skills necessary for the management of a cardiovascular emergencies as specified by the American Heart Association (AHA) guidelines. This course was designed to be repeated multiple times to improve student proficiency.

EMSP 2166 Paramedic Practicum IV (0-0-7) (1 credit)
EMSP 2167 Paramedic Practicum V (0-0-7) (1 credit)
EMSP 2268 Paramedic Practicum VI (0-0-14) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

EMSP 2147 Pediatric Education for Pre-Hospital Providers (0-2) (1 credit)
A course in the pre-hospital management of the pediatric patient experiencing difficulties in medical and/or trauma-related emergencies. This course was designed to be repeated multiple times to improve student proficiency.

EMSP 2243 Assessment Based Management (1-3) (2 credits)
The capstone course covering comprehensive, assessment-based patient care management. Includes specific care when dealing with pediatric, adult, geriatric, and special-needs patients.

EMSP 2300 Methods of Teaching-Emergency Medical Service (2-2) (3 credits)
Instruction in adult learning for instructors of emergency medical services.

Visit the TJC Web site @ www.tjc.edu

EMSP 2330 Special Populations (2-3) (3 credits)
A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of ill or injured patients in diverse populations.

EMSP 2338 Emergency Medical Services Operations (2-3) (3 credits)
A detailed study of the knowledge and skills to safely manage the scene of an emergency.

EMSP 2348 Emergency Pharmacology (2-4) (3 credits)
A comprehensive course covering all aspects of the utilization of medications in treating emergency situations. Course is designed to complement Cardiology, Special Populations, and Medical Emergency courses.

EMSP 2434 Medical Emergencies (3-4) (4 credits)
A detailed study of the knowledge and skills in the assessment and management of patients with medical emergencies.

EMSP 2444 Cardiology (3-4) (4 credits)
A detailed study of the knowledge and skills in the assessment and management of patients with cardiac emergencies. Includes single and multi-lead ECG interpretation.

Engineering

ENGR 1101 Introduction to Engineering (1-0) (1 credit)
Introduction to engineering as a discipline and a profession. Includes instruction in the application of mathematical and scientific principles to the solution of practical problems for the benefit of society.

ENGR 1201 Introduction to Engineering (1-3) (2 credits)
An introduction to engineering as a discipline and a profession. Includes instruction in the application of mathematical and scientific principles to the solution of practical problems, and in technical communication, and engineering design. Emphasis on writing laboratory reports, including data analysis, business correspondence, technical papers and a design report. Additional emphasis on presentation skills. Introduction to design methodology and team-based project activities.
Prerequisite: MATH 1314

ENGR 1304 Engineering Graphics I (2-4) (3 credits)
Introduction to computer-aided drafting using CAD software and sketching to generate two- and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics.
Prerequisite: MATH 1314

ENGR 2105 Circuits I for Electrical Engineering Lab (0-3) (1 credit)
Laboratory exercises to reinforce ENGR 2305 and to verify methods of linear circuit analysis. Exercises include software and hardware components that integrate hands-on experience with linear circuit elements and use of professional engineering equipment. Strongly encouraged for all engineering students; required for electrical engineering students.
Co-requisite: ENGR 2305

ENGR 2107 Fundamentals of Circuit Analysis Laboratory (0-3) (1 credit)
Basic laboratory experiments supporting theoretical principles presented in ENGR 2307 involving electrical and electronic components and circuits, including circuit analysis, network principles, motors and steady-state and transient responses, and preparation of laboratory reports.
Prerequisites: PHYS 2426
Co-requisite: ENGR 2307

ENGR 2301 Engineering Mechanics I - Dynamics (3-0) (3 credits)
Calculus-based study of composition and resolution of forces, equilibrium of force systems, friction, centroids, and moments of inertia.
Prerequisites: Credit or registration for MATH 2414 and PHYS 2425

ENGR 2302 Engineering Mechanics II - Dynamics (3-0) (3 credits)
Calculus-based study of dynamics of rigid bodies, force-mass-acceleration, work-energy, and impulse-momentum computation.
Prerequisites: ENGR 2301 and MATH 2414

ENGR 2304 Programming for Engineers (3-0) (3 credits)
Introduction to computer programming. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation in engineering applications with numerical analysis. Includes coverage of language syntax, data and file structures, input/output devices, and disks/files.

ENGR 2305 Circuits I for Electrical Engineering (3-0) (3 credits)
A calculus-based introduction to linear circuits and circuit analysis. Principles of electrical circuits

and systems including DC networks, operational amplifiers, transient response, and sinusoidal steady state analysis. For all engineering students.
Prerequisite: PHYS 2426

ENGR 2307 Fundamentals of Circuit Analysis (3-0) (3 credits)
Basic concepts of electrical engineering using calculus; the fundamentals of electrical and electronic components and circuits, circuit analysis, network principles, motors, and steady-state and transient responses; application of Laplace transforms; and use of computational software to solve network problems; application of the principles to the solution of electrical engineering problems; relationship between basic principles and advanced applications.
Prerequisite: PHYS 2426
Co-requisite: ENGR 2107

Engineering Design Technology

ARCE 1352 Structural Drafting (2-4) (3 credits)
A study of structural systems including concrete foundations and frames, wood framing and trusses, and structural steel framing systems. Includes detailing of concrete, wood, and steel to meet industry standards including the American Institute of Steel Construction and The American Concrete Institute.
Prerequisite: DFTG 1409 and SCIT 1418

DFTG 1373 Process Piping Design III (2-4) (3 credits)
An advanced course in process piping design. Topics include developing process and instrumentation diagrams (P&IDs), process flow diagrams, mechanical flow diagrams, and utility flow diagrams.
Prerequisite: DFTG 1472

DFTG 1405 (CADD 1311) Technical Drafting (3-3) (4 credits)
Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projection methods, geometric construction, sections, auxiliary views, and reproduction processes. Computer-aided drafting applications are used to illustrate processes used in the drafting industry.
Prerequisite: DFTG 1409 or concurrent enrollment.

DFTG 1409 Basic Computer-Aided Drafting (3-3) (4 credits)
An introduction to computer-aided drafting. Emphasis is placed on setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinate systems, and plot/print to scale; as well as input and output devices.

DFTG 1417 Architectural Drafting—Residential (3-3) (4 credits)
Architectural drafting procedures, practices, and symbols. Preparation of detailed working drawings for residential structures. Emphasis on light frame construction methods.
Prerequisite: DFTG 1409

DFTG 1471 Process Piping Design I (3-3) (4 credits)
An introductory course in process piping design. Topics include piping terminology, functions of different piping equipment, using approved piping symbols, using piping specifications, different types of valves and pipe fittings, computing pipe dimensions using various pipe fittings and creating blocks for piping symbols for CAD.

DFTG 1472 Process Piping Design II (3-3) (4 credits)
An intermediate course in process piping design. Topics include reading flow diagrams, identifying instrumentation and flow diagram symbols, the logical order of flow diagrams, developing block symbols for flow diagrams, drawing sample flow diagrams with CAD and applying ANSI, OSHA, and EPA codes that govern piping.
Prerequisite: DFTG 1471

DFTG 2300 Intermediate Architectural Drafting—Residential (2-4) (3 credits)
Continued application of principles and practices used in residential construction. Skills include identifying advanced architectural terminology and related disciplines; defining the principles of design and implementation of advanced residential construction; describing site and environmental considerations in planning a residential development; explaining material usage; applying codes and standards in the creation of construction drawings; and writing specifications.
Prerequisite: DFTG 1417

DFTG 2306 Machine Design (2-4) (3 credits)
Theory and practice of design. Projects in problem solving, including press fit, bolted and welded joints, and transmission components.
Prerequisite: DFTG 2402

DFTG 2321 Topographical Drafting (2-4) (3 credits)
Plotting of surveyor's field notes. Includes drawing elevations, contour lines, plan and profiles,

laying out traverses, interpreting survey data and topographic symbols, and producing topographical drawings.
Prerequisite: DFTG 1409

DFTG 2323 (DFTG 2423) Pipe Drafting (2-4) (3 credits)
A study of pipe fittings, symbols, specifications and their applications to a piping process system. Creation of symbols and their usage in flow diagrams, plans, elevations, and isometrics.
Prerequisites: DFTG 1405 and 1472

DFTG 2345 Advanced Pipe Drafting (2-4) (3 credits)
A continuation of pipe drafting concepts building on the basic principles acquired in pipe drafting.
Prerequisite: DFTG 2323

DFTG 2386 Internship—Drafting and Design Technology/Technician, General (0-10) (3 credits)
An experience external to the College for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the College and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisites: 30 semester credit hours in DFTG courses or consent of the professor.

DFTG 2402 Machine Drafting (3-3) (4 credits)
Production of detail and assembly drawings of machines, threads, gears, cams, tolerances and limit dimensioning, surface finishes, and precision drawings.
Prerequisite: DFTG 1405

DFTG 2417 Descriptive Geometry (3-3) (4 credits)
Graphical solutions to problems involving points, lines, and planes in space. Includes developing the ability: to visualize spatial relationships; to develop sequential thinking; to set patterns of analysis; and for spatial visualization through problem solving.
Prerequisite: DFTG 1409 or concurrent enrollment.

DFTG 2430 Civil Drafting (3-3) (4 credits)
An in-depth study of drafting methods and principles used in civil engineering. Topics include interpreting field notes and developing maps and documents according to surveying industry standards.
Prerequisite: DFTG 2321

DFTG 2440 Solid Modeling/Design (3-3) (4 credits)
A computer-aided modeling course. Development of three-dimensional drawings and models from engineering sketches and orthographic drawings and utilization of three-dimensional models in design work.

SCIT 1418 Applied Physics (3-3) (4 credits)
Introduction to physics for industrial applications including vectors, motion, mechanics, simple machines, matter, heat, and thermodynamics.
Prerequisite: MATH 1314 or higher-level mathematics.

English

ENGL 1301 Composition I (3-0) (3 credits)
Directed study of the rhetorical principles and techniques of written, expository, and persuasive composition through reading types of composition while developing the students' abilities to think critically and express thoughts in correct, clear language.

ENGL 1301 Composition I-*Honors* (3-0) (3 credits)
Directed study of the rhetorical principles and techniques of written, expository, and persuasive composition through reading types of composition while developing the students' abilities to think critically and express thoughts in correct, clear language.
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

ENGL 1302 Composition II (3-0) (3 credits)
A continuation of writing principles emphasizing critical and analytical thinking through the study of literature as well as directed study in techniques of writing a research paper.
Prerequisite: ENGL 1301

ENGL 1302 Composition II-*Honors* (3-0) (3 credits)
A continuation of writing principles emphasizing critical and analytical thinking through the study of literature as well as directed study in techniques of writing a research paper.
Prerequisite: ENGL 1301
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of

these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

ENGL 2307 Creative Writing I (3-0) (3 credits)
Focuses on the practical experience in the techniques of imaginative writing which may include fiction such as short stories and novels, nonfiction, poetry, screenwriting, or drama. Also includes examples from major writers and basics of publication. An elective course that will not substitute for any required English course.
Prerequisite: ENGL 1301

ENGL 2311 Technical & Business Writing (3-0) (3 credits)
Principles, techniques, and skills needed for college level scientific, technical, or business writing.
Prerequisite: ENGL 1301

ENGL 2311 Technical & Business Writing-*Honors* (3-0) (3 credits)
Principles, techniques, and skills needed for college level scientific, technical, or business writing.
Prerequisite: ENGL 1301
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

ENGL 2322 British Literature I (3-0) (3 credits)
Selected significant works of British literature beginning with Anglo-Saxon poetry and continuing through the eighteenth century, emphasizing extensive reading and class discussions.
Prerequisite: ENGL 1302 or 2311

ENGL 2323 British Literature II (3-0) (3 credits)
Selected significant works of British literature beginning with the Romantic period poetry and continuing to the twentieth century, emphasizing extensive reading and class discussions and requiring a research paper.
Prerequisite: ENGL 1302 or 2311

ENGL 2327 American Literature I (3-0) (3 credits)
Selected significant works of American literature from the Colonial Period through the Romantic Period, emphasizing extensive reading and class discussions.
Prerequisite: ENGL 1302 or 2311

ENGL 2328 American Literature II (3-0) (3 credits)
Selected significant works of American literature from the Period of Realism to the present, emphasizing extensive reading and class discussions and requiring a research paper.
Prerequisite: ENGL 1302 or 2311

ENGL 2332 World Literature I (3-0) (3 credits)
Selected significant works of world literature from Homer through the Renaissance.
Prerequisite: ENGL 1302 or 2311

ENGL 2333 World Literature II (3-0) (3 credits)
Selected significant works of world literature from the Neoclassic Period to the twentieth century, advanced composition and formal research paper.
Prerequisite: ENGL 1302 or 2311

ENGL 2341 Forms of Literature (3-0) (3 credits)
The study of one or more literary genres including, but not limited to poetry, fiction, drama, and film.
Prerequisite: ENGL 1301

ENGL 2341 Forms of Literature-*Honors* (3-0) (3 credits)
The study of one or more literary genres including, but not limited to poetry, fiction, drama, and film.
Prerequisite: ENGL 1301
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

Fire Protection Technology

FIRT 1301 Fundamentals of Fire Protection (3-0) (3 credits)
Orientation to the fire service, career opportunities, related fields.

FIRT 1303 Fire and Arson Investigation I (3-0) (3 credits)
Basic fire and arson investigation practices. Emphasis on fire behavior principles related to fire cause and origin determination.

FIRT 1305 Public Education Programs (3-0) (3 credits)
Preparation of firefighters and fire officers to develop public fire safety awareness. Emphasis on implementation of fire and public safety programs in an effort to reduce the loss of life.

FIRT 1307 Fire Prevention Codes and Inspections (3-0) (3 credits)
Local building and fire prevention codes. Fire prevention inspections, practices, and procedures.

FIRT 1309 Fire Administration I (3-0) (3 credits)
Introduction to the organization and management of

a fire department and the relationship of government agencies to the fire service. Emphasis on fire service leadership from the perspective of the company officer.

FIRT 1315 Hazardous Materials I (3-0) (3 credits)
The chemical characteristics and behavior of various materials. Storage, transportation, handling hazardous emergency situations, and the most effective methods of hazard mitigation.

FIRT 1329 Building Codes and Construction (3-0) (3 credits)
Examination of building codes and requirements, construction types, and building materials. Includes walls, floorings, foundations, and various roof types and the associated dangers of each.

FIRT 1333 Fire Chemistry I (3-0) (3 credits)
Chemical nature and properties of compounds as related to the fire service. Fundamental laws of chemistry, states of matter, gas laws, chemical bonding, and thermodynamics.

FIRT 1338 Fire Protection Systems (3-0) (3 credits)
Design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers.

FIRT 1347 Industrial Fire Protection (3-0) (3 credits)
Industrial emergency response teams and specific needs related to hazards in business and industrial facilities.

FIRT 1349 Fire Administration II (3-0) (3 credits)
In-depth study of fire service management as pertaining to budgetary requirements, administration, organization of divisions within the fire service, and relationships between the fire service and outside agencies.
Prerequisite: FIRT 1309

FIRT 1353 Legal Aspects of Fire Protection (3-0) (3 credits)
Study of the rights, duties, liability concerns, and responsibilities of public fire protection agencies while performing assigned duties.

FIRT 2309 Firefighting Strategies and Tactics I (3-0) (3 credits)
Analysis of the nature of fire problems and selection of initial strategies and tactics including an in-depth study of efficient and effective use of staffing and equipment to mitigate the emergency.

FIRT 2389 Internship – Fire Protection Safety Technology/Technician (Capstone) (1-17) (3 credits)
This is the capstone course for the Fire Protection Technology AAS degree and must be completed in the last semester of the program. A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Foreign Languages

French

FREN 1300 Conversational French I (3-0) (3 credits)
Basic practice in comprehension and production of the spoken language.

FREN 1310 Conversational French II (3-0) (3 credits)
Basic practice in comprehension and production of the spoken language.

FREN 1411 Beginning French I (3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture; for beginning students.

FREN 1412 Beginning French II (3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. A continuation of FREN 1411
Prerequisite: FREN 1411 or equivalent

FREN 2311 Intermediate French I (3-0) (3 credits)
Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture.
Prerequisite: FREN 1412 or equivalent

FREN 2312 Intermediate French II (3-0) (3 credits)
Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. A continuation of FREN 2311
Prerequisite: FREN 2311 or equivalent

German

GERM 1411 Beginning German I (3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture; for beginning students.

GERM 1412 Beginning German II (3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic

vocabulary, grammatical structures, and culture. A continuation of GERM 1411
Prerequisite: GERM 1411 or equivalent

Japanese

JAPN 1300 Conversational Japanese
(3-0) (3 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures. For beginning students.

JAPN 1411 Beginning Japanese I
(3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. For beginning students.

JAPN 1412 Beginning Japanese II
(3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture.
Prerequisite: JAPN 1411

Spanish

SPAN 1300† Beginning Spanish Conversation I
(3-0) (3 credits)
Basic practice in comprehension and production of the spoken language; for beginning students.

SPAN 1310† Beginning Spanish Conversation II
(3-0) (3 credits)
Basic practice in comprehension and production of the spoken language. This course offers an instructional television option.
Prerequisite: SPAN 1300 or equivalent

SPAN 1411 (SPN 114) **Beginning Spanish I**
(3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture; for beginning students.

SPAN 1411 (SPN 114) **Beginning Spanish I-*Honors*** (3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture; for beginning students.

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

SPAN 1412 (SPN 124) **Beginning Spanish II**
(3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. A continuation of SPAN 1411
Prerequisite: SPAN 1411 or equivalent

SPAN 1412 (SPN 124) **Beginning Spanish II-*Honors*** (3-2) (4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. A continuation of SPAN 1411
Prerequisite: SPAN 1411 or equivalent

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

SPAN 2306 Intermediate Spanish Conversation
(3-0) (3 credits)
Basic practice in comprehension and production of the spoken language. A continuation of Spanish 1310. This course is only offered through instructional television. Only 6 semester hours of Conversational Spanish is permitted for the degree program.

SPAN 2311 (SPN 213) **Intermediate Spanish I**
(3-0) (3 credits)
Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. The electronic submission of a cultural-historical, on-line project is required. Conducted mainly in Spanish.
Prerequisite: SPAN 1412 or equivalent

SPAN 2312 (SPN 223) **Intermediate Spanish II**
(3-0) (3 credits)
Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. Includes a novel of a major Hispanic author. Conducted mainly in Spanish. A continuation of SPAN 2311
Prerequisite: SPAN 2311 or equivalent

SPAN 2316 Career Spanish I *for Health Professionals* (3-0) (3 credits)
Basic practice in comprehension and production of

Visit the TJC Web site @ www.tjc.edu

the spoken language. An introductory course for health professionals providing essential insight into the cultural make-up of Spanish speakers while manipulating medical terminology in a cultural context.

SPAN 2317 Career Spanish II *for Educators* (3-0) (3 credits)
Basic practice in comprehension and production of the spoken language for future elementary teachers of Spanish speakers

†Student can only receive 6 hours maximum credit in Conversational Spanish.

SIGN LANGUAGE NOTE: Tyler Junior College accepts French, German, Japanese, Sign Language and Spanish as a Foreign Language. Check with your transferring university for specific requisites.

Game and Simulation Development

ARTC 1321 Illustration Techniques I (2-4) (3 credits)
A study of illustration techniques in various media. Emphasis on creative interpretation and the discipline of draftsmanship for visual communication of ideas.

ARTC 2301 Illustration Techniques II (2-4) (3 credits)
Advanced study of illustration media and techniques using digital and/or traditional tools. Emphasis on conceptualization and composition.
Prerequisite: ARTC 1321

ARTV 1341 3-D Animation I (2-4) (3 credits)
Intermediate level 3-D introducing animation tools and techniques used to create movement. Including lighting, staging, camera, and special effects. Emphasis on using the principles of animation.
Prerequisite: ARTV 2345

ARTV 1345 3-D Modeling and Rendering I (2-4) (3 credits)
Techniques of three-dimensional (3-D) modeling utilizing industry standard software. Includes the creation and modification of 3-D geometric shapes, use of a variety of rendering techniques, camera light sources, texture, and surface mapping.

ARTV 2345 3-D Modeling and Rendering II (2-4) (3 credits)
A studio course focused on advanced 3-D modeling and rendering techniques using industry standard software, modeling techniques, camera settings, lighting, and surfacing to develop detailed environments.
Prerequisite: ARTV 1345

ARTV 2351 3-D Animation II (2-4) (3 credits)
Advanced level 3-D course utilizing animation tools and techniques used to develop movement. Emphasis on advanced animation techniques.
Prerequisite: ARTV 1341

GAME 1212 Game Theory (2-1) (2 credits)
Game and simulation design. Application of design theories to production-based projects from the conceptual stage to a completed project.
Prerequisite: GAME 2470

GAME 1335 Interactive Writing (3-0) (3 credits)
Instruction in writing plot, story, setting, and description for every game element and verbal communication based on game concept. Includes the study of traditional narrative practices and interactive fiction requiring creative writing.
Prerequisite: ENGL 1301

GAME 1343 Game and Simulation Programming I (2-4) (3 credits)
Game and simulation programming using the C++ language. Includes advanced pointer manipulation techniques and pointer applications, points and vectors, sound, and graphics.
Prerequisites: COSC 1430 and 1436 or concurrent enrollment

GAME 1394 Special Topics in Animation, Interactive Technology, Video Graphics and Special Effects (2-4) (3 credits)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be completed multiple times to improve student proficiency.
Prerequisite: GAME 2341

GAME 1403 Introduction to Game Design and Development (3-3) (4 credits)
Introduction to electronic game development and game development careers. Includes examination of history and philosophy of games, the game production process, employee factors for success in the field, and current issues and practices in the game development industry.

GAME 1404 Level Design (3-3) (4 credits)
Introduction to the tools and concepts used to create levels for games and simulations. Incorporates level design, architecture theory, concepts of critical path and flow, balancing, play testing, and storytelling.

Includes utilization of toolsets from industry titles.
Prerequisite: GAME 2470

GAME 1406 (GAME 1306) **Design and Creation of Games** (3-3) (4 credits)
Introduction to game and simulation development. Includes analysis of existing applications and creation of a game using an existing game engine. In-depth coverage of the elements of game design. Also covers an overview of cultural history of electronic games, survey of the major innovators, and examination of the trends and taboos that motivate game design.

GAME 2308 Portfolio for Game Development (3-0) (3 credits)
Design and management of an industry standard portfolio. Includees techniques In self-promotion, resume writing, portfolio distribution systems, and interviewing.
Prerequisite: GAME 2359

GAME 2309 Video Game Art II (Project) (2-4) (3 credits)
A study of industry-used, game-art techniques and its applications of game art assets. Utilizes tools and advanced techniques in the creation of assets for a game engine. Course structured on major game development project.
Prerequisites: GAME 2334 and concurrent enrollment in ARTV 2351

GAME 2332 Project Development I (2-4) (3 credits)
Skill development in an original modification based on a current game engine. Includes management of version control; development of project timelines; integration of sound, models, and animation; production of demos; and creation of original levels, characters, and content for a real-time multiplayer game. Applies skills learned in previous classes in a simulated real-world design team experience.
Prerequisites: GAME 1343 or concurrent enrollment OR ARTV 2345 or concurrent enrollment

GAME 2334 Project Development II (2-4) (3 credits)
Continuation of an original modification based on a current game engine with an emphasis on new content and significant changes in game play over the base game experience. Includes creation of original levels, characters, and content for a real-time multiplayer game applying skills learned in previous classes.
Prerequisites: GAME 2332

GAME 2341 Game Scripting (2-4) (3 credits)
Scripting languages with emphasis on game concepts and simulations. Role of scripts in the development of games, simulations, and other software; scripting structure and syntax for game and/or simulation software development.
Prerequisite: GAME 1343

GAME 2342 Game Development Using C++ (2-4) (3 credits)
Skill development in C++ programming for games and simulations. Examines real-world C++ development issues. Course structured on major game development project.
Prerequisites: GAME 2334 and concurrent enrollment in COSC 2436

GAME 2343 Multi-User Game Programming II (2-4) (3 credits)
Creation of network game and simulation programs using DirectX and/or sockets. Emphasizes online game and simulation programming technologies, multithreading, player management, peer-to-peer and client/server development.
Prerequisite: GAME 2341 or concurrent enrollment.

GAME 2359 Game and Simulation Group Project (2-4) (3 credits)
Creation of a game and/or simulation project utilizing a team approach. Includes the integration of design, art, audio, programming, and quality assurance.
Prerequisites: GAME 2342 and 2343 OR GAME 2309 and ARTV 2351

GAME 2402 Mathematical Applications for Game Development (4-0) (4 credits)
Presents applications of mathematics and science in game and simulation programming. Includes the utilization of matrix and vector operations, kinematics, and Newtonian principles in games and simulations. Also covers code optimization.
Prerequisite: MATH 1314 or higher-level math.

GAME 2470 Video Game System Design (3-3) (4 credits)
Explores rule creation for video games with a focus on entertaining consumers. Includes creation of combat systems, viable economic systems, difficulty adjustments and settings, and presentation of rules to consumers.
Prerequisites: GAME 1406 and GAME 2332

GAME 2471 Scripting for Video Game Design (3-3) (4 credits)
Explores the use of scripting languages by video game designers includeing practical applications using a modern scripting language with or without a design toolkit. Emphasis on user interfaces, complex enemy behaviors including group behaviors,

interactive environmental features, and risk-and-reward systems for games.
Prerequisite: GAME 2470

Geography

GEOG 1303 World Regional Geography
(3-0) (3 credits)
Study of major world regions with emphasis on prevailing conditions and developments, including emerging conditions and trends, and the awareness of diversity of ideas and practices to be found in those regions. Course content may include one or more regions. This course is also offered through the Internet.

Geology

GEOL 1401 Earth Sciences I (3-3) (4 credits)
Survey of physical geologic processes modifying the earth's surface and historically retraces the physical and life history of the earth. Lab work includes the study of minerals, rocks, and fossils. Especially suited for education majors.

GEOL 1403 Physical Geology (3-3) (4 credits)
Principles of physical geology processes modifying the earth's surface, materials, and features of the earth's crust with lab work in map reading, identification of rocks and minerals.

GEOL 1404 Historical Geology (3-3) (4 credits)
Principles of physical and historical geology. Study of the earth's composition, structure, and internal and external processes. Includes the geologic history of the earth and the evolution of life.

Government

GOVT 2107 Federal and Texas Constitutions
(1-0) (1 credit)
Includes consideration of the Constitution of the United States and the constitutions of the states, with special emphasis on that of Texas. Enrollment limited to students who have already completed a minimum of six credit hours of GOVT courses but have not satisfied the statutory requirement for study of the federal and state constitutions. (Ensures compliance with Texas Education Code (TEC), Subchapter F, Section 51.301.)

GOVT 2305 Federal Government
(Federal constitution and topics)
(3-0) (3 credits)
Introduction to the theory and practice of politics and government in America at the national, state, and local levels, with special attention to Texas. Topics include political theory, the American and Texas constitutions, federalism, political participation and elections, the institutions of government, and domestic and foreign policies. *[NOTE: Because Texas Education Code; Subchapter F, Section 51.301 does not specify how the required course content should be distributed over the required six credit hours, two instructional patterns, represented by the TCCN course sequences GOVT 2301 & 2302 or GOVT 2305 & 2306, have evolved among institutions. Because combination of a course from one sequence with a course from the other sequence may not successfully fulfill the content requirement of Section 51.301, students are urged to complete all six credit hours within a single institution. Inevitably, however, students will seek to combine courses from the two sequences. The following alternative combinations will fulfill the content requirement of Section 51.301: GOVT 2301 and 2305; GOVT 2301 and 2306. The following combinations will NOT satisfy the content requirement of §51.301: GOVT 2302 & 2305 (omits study of the Texas constitution); GOVT 2302 & 2306 (omits study of the U.S. Constitution). Students with credit for GOVT 2302 & 2305, GOVT 2302 & 2306, or equivalent combinations may satisfy the legislative requirement by earning credit for GOVT 2107, a one-credit-hour course providing the required constitutional content missing from these two course combinations.]*

GOVT 2305 Federal Government-*Honors*
(Federal constitution and topics)
(3-0) (3 credits)
Introduction to the theory and practice of politics and government in America at the national, state, and local levels, with special attention to Texas. Topics include political theory, the American and Texas constitutions, federalism, political participation and elections, the institutions of government, and domestic and foreign policies. *[NOTE: Because Texas Education Code; Subchapter F, Section 51.301 does not specify how the required course content should be distributed over the required six credit hours, two instructional patterns, represented by the TCCN course sequences GOVT 2301 & 2302 or GOVT 2305 & 2306, have evolved among institutions. Because combination of a course from one sequence with a course from the other sequence may not successfully fulfill the content requirement of Section 51.301, students are urged to complete all six credit hours within a single institution. Inevitably, however, students will seek to combine courses from the two sequences. The following alternative combinations will fulfill the content requirement of Section 51.301: GOVT*

2301 and 2305; GOVT 2301 and 2306. The following combinations will NOT satisfy the content requirement of §51.301: GOVT 2302 & 2305 (omits study of the Texas constitution); GOVT 2302 & 2306 (omits study of the U.S. Constitution). Students with credit for GOVT 2302 & 2305, GOVT 2302 & 2306, or equivalent combinations may satisfy the legislative requirement by earning credit for GOVT 2107, a one-credit-hour course providing the required constitutional content missing from these two course combinations.]

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

GOVT 2306 Texas Government

(Texas constitution and topics) (3-0) (3 credits)
Introduction to the theory and practice of politics and government in America at the national, state, and local levels, with special attention to Texas. Topics include political theory, the American and Texas constitutions, federalism, political participation and elections, the institutions of government, and domestic and foreign policies. *[NOTE: Because Texas Education Code; Subchapter F, Section 51.301 does not specify how the required course content should be distributed over the required six credit hours, two instructional patterns, represented by the TCCN course sequences GOVT 2301 & 2302 or GOVT 2305 & 2306, have evolved among institutions. Because combination of a course from one sequence with a course from the other sequence may not successfully fulfill the content requirement of Section 51.301, students are urged to complete all six credit hours within a single institution. Inevitably, however, students will seek to combine courses from the two sequences. The following alternative combinations will fulfill the content requirement of Section 51.301: GOVT 2301 and 2305; GOVT 2301 and 2306. The following combinations will NOT satisfy the content requirement of §51.301: GOVT 2302 & 2305 (omits study of the Texas constitution); GOVT 2302 & 2306 (omits study of the U.S. Constitution). Students with credit for GOVT 2302 & 2305, GOVT 2302 & 2306, or equivalent combinations may satisfy the legislative requirement by earning credit for GOVT 2107, a one-credit-hour course providing the required constitutional content missing from these two course combinations.]*

GOVT 2306 Texas Government-*Honors*

(Texas constitution and topics) (3-0) (3 credits)
Introduction to the theory and practice of politics and government in America at the national, state, and local levels, with special attention to Texas. Topics include political theory, the American and Texas constitutions, federalism, political participation and elections, the institutions of government, and domestic and foreign policies. *[NOTE: Because Texas Education Code; Subchapter F, Section 51.301 does not specify how the required course content should be distributed over the required six credit hours, two instructional patterns, represented by the TCCN course sequences GOVT 2301 & 2302 or GOVT 2305 & 2306, have evolved among institutions. Because combination of a course from one sequence with a course from the other sequence may not successfully fulfill the content requirement of Section 51.301, students are urged to complete all six credit hours within a single institution. Inevitably, however, students will seek to combine courses from the two sequences. The following alternative combinations will fulfill the content requirement of Section 51.301: GOVT 2301 and 2305; GOVT 2301 and 2306. The following combinations will NOT satisfy the content requirement of §51.301: GOVT 2302 & 2305 (omits study of the Texas constitution); GOVT 2302 & 2306 (omits study of the U.S. Constitution). Students with credit for GOVT 2302 & 2305, GOVT 2302 & 2306, or equivalent combinations may satisfy the legislative requirement by earning credit for GOVT 2107, a one-credit-hour course providing the required constitutional content missing from these two course combinations.]*

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

GOVT 2389 Turkey in the Middle East: Islam, Oil and Democracy (3-4) (3 credits)
This three-hour credit course will be conducted over an eight day period for eight hours per day in Turkey. Objectives include: To study the various social institutions in modern Turkey with special reference to the economy, education, politics, and social life; to develop an appreciation of the vastness of Turkey's cultural heritage; to learn about various forms of art, architecture and rich history of 13 successive civilizations including Greek/Roman, Islamic and Ottoman Empires; to understand Early Christianity and Islamic institutions and the role of religion in the everyday life of the people; to study Turkish secular democracy within the context of tradition, modernity, and change; to study concurrently both the history of the Middle East and

the history of Western Civilization and the intricate relationship between the two.

Graphic Design/Photography

Students completing this program may receive a Certificate of Proficiency in Photography or Graphic Design or the Associate of Applied Science degree. The AAS degree plan is a two-year, post-secondary technical program designed to meet the needs of the student desiring to enter the field of visual communications, graphic design, or commercial photography.

ARTC 1305 Basic Graphic Design (3-0) (3 credits)
Graphic design with emphasis on the visual communication process. Topics include basic terminology and graphic design principles.

ARTC 1313 Digital Publishing I (2-4) (3 credits)
The fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout. Adobe InDesign is the primary software. This course also introduces basic scanning and input from digital cameras. Students learn to output to various printer devices and prepare to output to service bureaus.

ARTC 2305 Digital Imaging II (2-2) (3 credits)
Principles of digital image processing and electronic painting. Emphasis on bitmapped or raster-based image marking and the creative aspects of electronic illustration for commercial and fine art applications. Students learn advanced features of Adobe Photoshop. This course is offered in the Fall only.
Prerequisite: GRPH 1359

ARTC 2348 Digital Publishing III (2-4) (3 credits)
A project-based page layout course from concept to completion addressing design problems, preflight of files, color separations, and trapping techniques. Adobe InDesign is used to create complex projects. This course is offered in the Spring only.
Prerequisite: ARTC 1313

GRPH 1359 Vector Graphics for Production (2-4) (3 credits)
A study and use of vector graphics for production. Mastery of the tools and transformation options of an industry standard draw program to create complex illustrations and follow them through to the color output stage. Mastery in the use of basic elements of good layout and design principles and use of the capabilities specific to vector (object oriented) drawing software to manipulate both text and graphics with emphasis on the use of Bezier curves. Acquisition of images via scanning and the creative use of clip art are included. Adobe Illustrator is the primary software. This course is offered in the Spring only.
Co-requisite: ARTC 1313

GRPH 2336 Prepress Techniques (2-2) (3 credits)
Hands-on experiences in both electronic file imaging and/or traditional graphics camera use. Electronic file output and troubleshooting, graphics camera knowledge, traditional film assembly, and proofing process. High-end color scanning. Advanced Photoshop techniques are used to produce images for this course. Field trips are taken to local service bureaus.
Prerequisite: GRPH 1359

IMED 1301 Introduction to Digital Media (2-2) (3 credits)
A survey of the theories, elements, and hardware/software components of digital media. Topics include digital image editing, digital sound and video editing, animation, web page development, and interactive presentations. Emphasis on conceptualizing and producing effective digital media presentations. Students learn animation using Flash along with movie/video creation utilizing iMovie software.

IMED 1316 Web Design I (2-2) (3 credits)
Instruction in web design and related graphic design issues including mark-up languages, web sites, and browsers. Dreamweaver is the primary software and Flash is used for web animation. This course is offered in the Fall only.

IMED 2311 Portfolio Development (2-4) (3 credits)
Preparation and enhancement of portfolio to meet professional standards, development of presentation skills, and improvement of job-seeking techniques. Students will choose from a variety of software packages to create a digital portfolio. Programs include Keynote, Photoshop, and Dreamweaver. This is a CAPSTONE course. This course is offered in the Spring only.
Prerequisite: ARTC 2305

IMED 2315 Web Design II (2-2) (3 credits)
A study of mark-up language advanced layout techniques for creating web pages. Emphasis on identifying the target audience and producing web sites according to accessibility standards, cultural appearance, and legal issues. This course is offered in the Spring only.
Prerequisite: IMED 1316

PHTC 1311 Fundamentals of Photography (2-4) (3 credits)
An introduction to camera operation and image

production, composition, supplemental lighting, and use of exposure meters and filters.

PHTC 1341 Color Photography I (2-2) (3 credits)
Examination of color theory as it applies to photography. Emphasis on color concepts and the intricacies of seeing and photographing in color.
Corequisite: PHTC 2301

PHTC 1345 Illustrative Photography I
(2-2) (3 credits)
Instruction in the technical aspects involved in commercial photography. Topics include lighting equipment, techniques of production photography, reproduction principles, illustrative techniques, and advertising. Other topics include traditional and digital imaging with emphasis on lighting techniques and Photoshop manipulation. This course is offered in the Fall only.
Corequisite: PHTC 2301

PHTC 2301 Intermediate Photography
(2-4) (3 credits)
Continuation of "Fundamentals of Photography." Emphasizes social, portrait, studio, fashion, theatrical, publicity, and event photography.
Prerequisite: PHTC 1311

Health and Kinesiology

Athletic Training Option HKAT

Health Studies Option HKHS

Kinesiology Option HKKN

Outdoor Leadership Option HKOL

KINE 1101 (PHED 1101)
Physical Fitness and Health Concepts
(1-2) (1 credit)
Practical concepts of health-related fitness including benefits of proper nutrition, exercise, personal well-being, and adverse effects of drug abuse; individual fitness assessments and development of a personal well-being program required of all students.

Numbering of Courses

The four-letter prefix will be used to identify subject areas as follows:

1st digit: Identifies level
0—developmental,
1—freshman
2—sophomore
2nd digit: Identifies credit hour value
3rd digit: Establishes course sequence.
4th digit: Establishes course sequence.

Health and Kinesiology activity courses are offered in these areas:

KINE 1102 (PHED 1102) **Athletics Conditioning**
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically conditioning for first semester, freshman year of extracurricular activities such as varsity football, basketball, tennis, soccer, volleyball, baseball, golf, Apache Band, cheerleaders and athletic trainer.

KINE 1103 (PHED 1103) **Athletics Conditioning**
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically conditioning for second semester, freshman year of extracurricular activities such as varsity football, basketball, tennis, soccer, volleyball, baseball, golf, Apache Band, cheerleaders and athletic trainer.

KINE 1104 (PHED 1104) **Physical Conditioning I**
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically the course will develop aerobic endurance, muscular strength and flexibility.

KINE 1105 (PHED 1105) **Physical Conditioning II**
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically the course will develop aerobic endurance, muscular strength and flexibility.

KINE 1107 (PHED 1107) **Tennis I** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically tennis as an individual, as well as partner, sport skill course. The emphasis of this course is in instruction and practice of beginning tennis techniques and skills. The student will be introduced to the rules, strategies, scoring, and safety aspects needed to enjoy the game of tennis.

KINE 1112 Horsemanship I (0-3) (1 credit)
Instruction and participation in physical and recreational activities. An experiential course with emphasis on the instruction and practical aspects of skills, safety concepts and equipment commonly associated with owning, caring for, and enjoying horse related activities.

KINE 1125 (PHED 1125) **Water Exercise I**
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically basic fitness

concepts and exercises which can be accomplished in the water. The course involves the concepts of cardiorespiratory endurance, strength, flexibility, nutrition, and weight management.

KINE 1126 (PHED 1126) **Water Exercise II**
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically continuation of the KINE 1125 Water Exercise Course. The student will continue to learn additional fitness concepts and water exercises. The course includes the topics of cardiorespiratory endurance, strength, flexibility, nutrition, and weight management.

KINE 1140 Outdoor Recreation I (0-3) (1 credit)
Instruction and participation in physical and recreational activities. The emphasis of this course is in the instruction and practice of basic outdoor recreation skills.

KINE 1141 Special Topics in Lifetime Activities I
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically basic level skills in various lifetime sports/activities are presented. Rules, etiquette, safety, strategy, offensive and defensive elements, and conditioning activities where appropriate.

KINE 1142 Rock Climbing I (0-3) (1 credit)
Instruction and participation in physical and recreational activities. The emphasis of this course is in the instruction and practice of basic rock climbing skills.

KINE 1143 Outdoor Adventure Programs
(0-3) (1 credit)
Instruction and participation in physical and recreational activities. Emphasis is on the instruction and practice of basic outdoor skills as they apply to a variety of adventure activities. Additional fee is required.
Co-requisite: KINE 1328

KINE 1144 Paddlesports I (0-3)
Instruction and participation in physical and recreational activities. Emphasis is on the instruction and practice of basic canoe and/or kayak paddling skills. Additional fee is required.

KINE 1145 Backcountry Expeditioning I (0-3)
Instruction and participation in physical and recreational activities. Emphasis is on the instruction and practice of basic long term backcountry traveling and living skills and techniques. Additional fee is required.

KINE 1147 Recreational Dance-Belles I
(0-4) (1 credit)
Freshman Apache Belles participation and instruction in a variety of dance activities and techniques. Fall only.

KINE 1148 Recreational Dance-Belles II
(0-4) (1 credit)
Freshman Apache Belles participation and instruction in a variety of dance activities and techniques. Spring only.
Prerequisite: KINE 1147

KINE 1149 Belle Conditioning (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically conditioning for first semester, freshman year of Apache Belles.

KINE 1150 Belle Conditioning (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically conditioning for second semester, freshman year of Apache Belles.

KINE 2101 (PHED 2101) **Athletics Conditioning**
(0-3) (1 credit)
Conditioning for first semester sophomore year of extracurricular activities such as varsity football, basketball, tennis, Apache Band, cheerleaders, soccer, volleyball, baseball, golf, and athletic trainer.

KINE 2102 (PHED 2102) **Athletics Conditioning**
(0-3) (1 credit)
Conditioning second semester for sophomore year of extracurricular activities such as varsity football, basketball, tennis, Apache Band, cheerleadering, soccer, volleyball, baseball, golf, and athletic training.

KINE 2109 (PHED 2109) **Weight Training I**
(0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically a beginning level muscular strength and endurance program.

KINE 2112 Horsemanship II (0-3) (1 credit)
Instruction and participation in physical and recreational activities. An experiential course with emphasis on the instruction and practical aspects of advanced skills, safety concepts and equipment commonly associated with owning, caring for, and enjoying horse related activities.

KINE 2113 (PHED 2113) **Golf I** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically golf as an individual sport skill course. The emphasis of this course is in instruction and practice of beginning golf techniques and skills. The student will be

introduced to the rules, strategy, scoring, and safety aspects needed to enjoy the game of golf.

KINE 2114 (PHED 2114) **Aerobic Exercise I** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically introduces the student to basic fitness concepts, exercise and dance steps.

KINE 2118 (PHED 2118) **Bowling I** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically introduction to bowling; covers rules, scoring, grips, approaches, deliveries and beginning aiming techniques.

KINE 2119 (PHED 2119) **Martial Arts I** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically introduction to weaponless self defense through the coordination of control, balance and technique.

KINE 2122 Advanced Martial Arts I (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically continuation of KINE 2119 to advanced Martial Arts study and skill development.
Prerequisite: KINE 2134

KINE 2125 Advanced Martial Arts II (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically continuing opportunity to advance individual level of Martial Arts study and skill development.

KINE 2127 (PHED 2127) **Weight Training II** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically assumes basic knowledge of safety and lifting techniques; builds on these skills and expands lifting program developed in KINE 2109
Prerequisite: KINE 2109

KINE 2134 (PHED 2134) **Martial Arts II** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically advanced study and development of skill in a martial art form.

KINE 2135 (PHED 2135) **Weight Training III** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically learning and practicing advanced weight training techniques.
Prerequisite: KINE 2127

KINE 2136 (PHED 2136) **Weight Training IV** (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically more practice in advanced weight training techniques.
Prerequisite: KINE 2135

KINE 2140 Outdoor Recreation II (0-3) (1 credit)
Instruction and participation in physical and recreational activities. The emphasis of this course is in the instruction and practice of advanced outdoor recreation skills.
Prerequisite: KINE 1140

KINE 2141 Special Topics in Lifetime Activities II (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically advanced level skills in various lifetime sports/activities are presented. Rules, etiquette, safety, strategy, offensive and defensive elements, and conditioning activities where appropriate.
Prerequisite: KINE 1141

KINE 2142 Rock Climbing II (0-3) (1 credit)
Instruction and participation in physical and recreational activities. The emphasis of this course is in the instruction and practice of advanced rock climbing skills. Additional fee is required.
Prerequisite: KINE 1142

KINE 2144 Paddlesports II (0-3) (1 credit)
Instruction and participation in physical and recreational activities. Emphasis is on the instruction and practice of basic canoe and/or kayak paddling skills. Additional fee is required.
Prerequisite: KINE 1144

KINE 2145 Backcountry Expeditioning II (0-3) (1 credit)
Instruction and participation in physical and recreational activities. Emphasis is on the instruction and practice of advanced long term backcountry traveling and living skills and techniques. Additional fee is required.
Prerequisite: KINE 1145

KINE 2147 Recreational Dance-Belles III (0-4) (1 credit)
Sophomore Apache Belles participation and instruction in a variety of dance activities and techniques. Fall only. **Prerequisite:** KINE 1148

KINE 2148 Recreational Dance-Belles IV (0-4) (1 credit)
Instruction and participation in folk, social, tap or other dance forms.
Prerequisite: KINE 2147

KINE 2149 Belle Conditioning (0-3) (1 credit)
Instruction and participation in physical and

recreational activities, specifically conditioning for first semester, sophomore year of Apache Belles.

KINE 2150 Belle Conditioning (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically conditioning for second semester, sophomore year of Apache Belles.

KINE 2170 Taping and Bandaging for Athletic Injuries (0-3) (1 credit)
Instruction and participation in physical and recreational activities, specifically the use of taping and bandage techniques used in the prevention and care of athletic injuries.

Health Theory Courses:

PHED 1304 Personal/Community Health I
(3-0) (3 credits)
Investigation of the principles and practices in relation to personal and community health, specifically a presentation of current scientific and technical information related to health with emphasis on developing a functional attitude about consumer health, nutrition, mental health, tobacco, alcohol and drugs, family life, environmental health and disease.

PHED 1305 Personal/Community Health II
(3-0) (3 credits)
Investigation of the principles and practices in relation to personal and community health, specifically a presentation of current scientific and technical information related to community services and public health agencies.

PHED 1306 First Aid (3-0) (3 credits)
Instruction in and practice of first aid techniques, with specific emphasis on recognizing and avoiding hazards, rendering intelligent assistance in emergencies, developing skills for immediate and temporary care of the victim.

PHED 1346 Drug Use & Abuse
(3-0) (3 credits)
The study of use and abuse of drugs in today's society with emphasis on physiological, sociological and psychological factors.

Kinesiology Theory Courses:

KINE 1301 (PHED 1301) **Introduction to Physical Fitness & Sport** (3-0) (3 credits)
Orientation to the field of health, kinesiology, human performing sport sciences and recreation. Students may take either KINE 1301 or 1328 for credit. Students may not receive credit for both courses.

KINE 1308 (PHED 1308) **Sports Officiating I**
(3-0) (3 credits)
Instruction in rules, interpretation, and mechanics of officiating selected sports.

KINE 1309 (PHED 1309) **Sports Officiating II**
(3-0) (3 credits)
Instruction in rules, interpretation, and mechanics of officiating selected sports.

KINE 1321 (PHED 1321) **Coaching/Sports/Athletics I**
(3-0) (3 credits)
Study of the history, theories, philosophies, rules, and terminology of competitive sports. Includes coaching techniques.

KINE 1322 (PHED 1322) **Coaching/Sports/Athletics II**
(3-0) (3 credits)
Study of the history, theories, philosophies, rules, and terminology of competitive sports. Includes coaching techniques.

KINE 1328 Introduction to Outdoor Education
(3-0) (3 credits)
Orientation to the field of physical fitness and sport. Includes the study and practice of activities and principles that promote physical fitness. This course is specifically oriented to the field of organized outdoor adventure programming. Students may take either KINE 1328 or KINE 1301 for credit. Students may not receive credit for both courses. Students must take KINE 1143 concurrently with KINE 1328. Additional fee is required.

KINE 1336 Introduction to Recreation I
(3-0) (3 credits)
Fundamental theory and concepts of recreational activities with emphasis on programs, planning, and leadership. This course is specifically oriented toward basic outdoor programs, planning and leadership.

KINE 1337 Introduction to Recreation II
(3-0) (3 credits)
Fundamental theory and concepts of recreational activities with emphasis on programs, planning, and leadership. This course is specifically oriented toward basic outdoor programs, planning and leadership.
Prerequisite: KINE 1336

KINE 2356 (PHED 2376) **Care and Prevention of Athletic Injuries** (3-0) (3 credits)
Prevention and care of athletic injuries with emphasis on qualities of a good athletic trainer, avoiding accidents/injuries, recognizing signs and symptoms of specific sports injuries/conditions, immediate and long-term care of injuries, and administration procedures in athletic training.

Health Information Technology

HITT 1167 Practicum—Health Information Technology (0-8) (1 credit)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Prerequisite: HITT 1445

HITT 1266 Practicum—Health Information Technology (0-16) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College and student.
Prerequisites: HITT 1167 and approval of department chair

HITT 1303 Medical Terminology II (3-0) (3 credits)
A continuation of word origin and structure. Includes prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures.
Prerequisite: HITT 1305

HITT 1305 Medical Terminology I (3-0) (3 credits)
Study of word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures.

HITT 1311 Computers in Health Care (2-2) (3 credits)
Concepts of computer technology related to health care data.
Prerequisites: BCIS 1405 and HITT 1445

HITT 1341 Coding and Classification Systems (2-2) (3 credits)
Basic coding rules, conventions, and guidelines using clinical classification systems.
Prerequisites: HITT 1305, HITT 1445, BIOL 2402 and concurrent enrollment with HPRS 2301

HITT 1353 Legal and Ethical Aspects of Health Information (3-0) (3 credits)
Concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.
Prerequisite: HITT 1445

HITT 1401 Health Data Content and Structure (3-2) (4 credits)
Introduction to systems and processes for collection, maintaining, and disseminating primary and secondary health related information including content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms, and screens. Skill development in computation and calculation of health data with overview of guidelines for Texas Department of State Health Services Vital Statistics and studies.
Prerequisite: Acceptance into the Health Information Technology Program.

HITT 1445 Health Care Delivery Systems (4-0) (4 credits)
Introduction to organization, financing, and delivery of health care services, accreditation, licensure, and regulatory agencies.
Prerequisite: HITT 1401

HITT 2335 Coding and Reimbursement Methodologies (2-2) (3 credits)
Advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement.
Prerequisite: HITT 1341

HITT 2339 Health Information Organization and Supervision (3-0) (3 credits)
Principles of organization and supervision of human, fiscal, and capital resources.
Prerequisite: HITT 1353

HITT 2343 Quality Assessment and Performance Improvement (3-0) (3 credits)
Study of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality management and performance improvement functions, utilization management, risk management, and medical staff data quality issues.
Prerequisite: HITT 1353

HPRS 1105 Essentials of Medical Law/Ethics for Health Professionals (1-0) (1 credit)
Introduction to the relationship between legal aspects and ethics in health care, with emphasis on responsibilities of health care professionals.

HPRS 1201 Introduction to Health Professions (2-1) (2 credits)
An overview of roles of various members of the health care system, educational requirements, and issues affecting the delivery of health care.

HPRS 2301 Pathophysiology (3-0) (3 credits)
Study of the pathology and general health management of diseases and major injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries.
Prerequisite: BIOL 2402

Visit the TJC Web site @ www.tjc.edu

Heating, Air Conditioning and Refrigeration Technology

HART 1300 HVAC Duct Fabrication (2-4) (3 credits)
Layout and fabrication of HVAC duct systems using common tools and equipment of the trade.

HART 1310 HVAC Shop Practices and Tools (2-2) (3 credits)
Tools and instruments used in the HVAC industry. Includes proper application, use and care of these tools, and tubing and piping practices.

HART 1401 Basic Electricity for HVAC (3-3) (4 credits)
Principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation.

HART 1403 Air Conditioning Control Principles (3-3) (4 credits)
A basic study of HVAC and refrigeration controls; troubleshooting of control components; emphasis on use of wiring diagrams to analyze high and low voltage circuits; a review of Ohm's law as applied to air conditioning controls and circuits.
Prerequisite: HART 1401 or approval of the professor

HART 1407 Refrigeration Principles (3-3) (4 credits)
An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigeration components and safety.

HART 1441 Residential Air Conditioning (3-3) (4 credits)
A study of components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air conditioning systems.

HART 1445 Gas and Electric Heating (3-3) (4 credits)
Study of the procedures and principles used in servicing heating systems including gas fired furnaces and electric heating systems.
Prerequisite: HART 1401 or approval of the professor

HART 2436 Air Conditioning Troubleshooting (Capstone) (3-3) (4 credits)
This course is the capstone for the Air Conditioning and Refrigeration AAS degree and must be completed in the last semester of the AAS degree. An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests.
Prerequisites: HART 1403, 1407, and 1441 or approval of the professor.

HART 2438 Air Conditioning Installation and Startup (3-3) (4 credits)
A study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on startup and performance testing.
Prerequisites: HART 1401 and 1407 or approval of the professor

HART 2442 Commercial Refrigeration (3-3) (4 credits)
Theory and practical application in the maintenance of commercial refrigeration; high, medium, and low temperature applications and ice machines.
Prerequisites: HART 1401 and 1407 or approval of the professor

HART 2445 Residential Air Conditioning Systems Design (3-3) (4 credits)
Study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection and balancing the air system.

HART 2449 Heat Pumps (3-3) (4 credits)
This course is the capstone for the Air Conditioning Certificate of Proficiency and must be completed in the last semester of the Air Conditioning Certificate of Proficiency. A study of heat pumps, heat pump control circuits, defrost controls, auxiliary heat, air flow, and other topics related to heat pump systems.
Prerequisites: HART 1401 and 1445 or approval of the professor.

HART 2457 Specialized Commercial Refrigeration (3-3) (4 credits)
This course is the capstone for the Commercial Refrigeration Certificate of Proficiency and must be completed in the last semester of the certificate. An advanced course covering the components, accessories, and service of specialized refrigeration units such as ice machines, soft-serve machines, cryogenics, and cascade systems.
Prerequisites: HART 1401 and 1407 or approval of the professor

TJC Trivia

The formal opening of TJC was held in Tyler High School on September 17, 1926. Classes were held in the shared high school facilities until moving to the present campus in 1948.

History

HIST 1301 United States History I (3-0) (3 credits)
Survey of the political, social, economic, military, cultural, and intellectual history of the United States from the discovery of America to 1877.

HIST 1301 United States History I-*Honors* (3-0) (3 credits)
Survey of the political, social, economic, military, cultural, and intellectual history of the United States from the discovery of America to 1877.
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

HIST 1302 United States History II (3-0) (3 credits)
Survey of the political, social, economic, military, cultural, and intellectual history of the United States from 1877 to the present.

HIST 1302 United States History II-*Honors* (3-0) (3 credits)
Survey of the political, social, economic, military, cultural, and intellectual history of the United States from 1877 to the present.
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

HIST 2301 Texas History
(formerly HIST 2303) (3-0) (3 credits)
Survey of Texas from Spanish exploration to the present. *(Students seeking an early childhood or middle grades Texas teaching certificate should check with the institution to which they intend to transfer regarding the advisability of taking HIST 2301 as an alternative to HIST 1302 History majors attempting to complete a baccalaureate degree are advised to consult with the university they plan to attend as to whether this course will be accepted as a part of the required hours for their major. Some universities accept the course as an elective but not part of the hours for their major.)*

HIST 2311 Western Civilization I (3-0) (3 credits)
Survey of the political, social, economic, military, cultural, and intellectual development of Europe from prehistory to the Renaissance period.

HIST 2312 Western Civilization II (3-0) (3 credits)
Survey of the political, social, economic, military, cultural, and intellectual development of Europe from the Renaissance period to the present.

HIST 2323 Eastern Civilizations (3-0) (3 credits)
Survey of ancient and medieval history with emphasis on Asian, African, and European cultures in the first course. Second course includes the modern history and culture of Asia, Africa, Europe, and the Americas.

HIST 2381 African-American History
(3-0) (3 credits)
Historical, economic, social and cultural development of minority groups. May include African-American, Mexican American, Asian American and Native American issues

Human Services: Addiction Counselor Training Program (Substance Abuse Counseling)

CMSW 1341 Behavior Modification and Cognitive Disorder (3-0) (3 credits) (R)
Detailed study of the theories and principles of behavioral science and skill development in the methods of modifying and controlling behavior in clinical and personal settings. Emphasis on techniques such as managing self-behavior. Topics include stimulus controls, shaping, relaxation training, reinforcement scheduling and token economies. Prepares the service provider to respond effectively and appropriately to client aggressive behaviors by utilizing approved crisis intervention techniques. Includes discussion of the legal rights and protections of clients and of social services providers.

DAAC 1304 Pharmacology of Addiction
(3-0) (3 credits) (A&D)
This course will develop an understanding of the effects of alcohol and drugs on the human body—especially the operation of the central nervous system, and how the body processes and metabolizes alcohol and drugs. Psychological, physiological and sociological effects of mood altering substances and behaviors and their implications for the addiction process are presented. Emphasis is placed on the pharmacological effects of tolerance, dependency/withdrawal, cross-addiction, and drug interaction.
Prerequisite: Math/Science Elective

DAAC 1305 Co-Occurring Disorders
(3-0) (3 credits) (R)
Provides students with an understanding of co-occurring psychiatric and substance abuse disorders and their impact on the individual, family, and

community. Includes an integrated approach to address the issues accompanying the illness.

DAAC 1309 Assessment Skill of Alcohol and Other Drug Addictions (3-0) (3 credits) (A&D)
Examines procedures by which a counselor/program identifies and evaluates an individual's strengths, weaknesses, problems, and needs which will be used in the development of a treatment plan. Prepares the student to appropriately explain assessment results and individual rights to clients. Develops knowledge regarding fundamental statistical and assessment concepts, and provides training in the administration, scoring, and interpretation of assessment instruments commonly used in the field of addiction counseling.

DAAC 1311 Counseling Theories
(3-0) (3 credits) (R)
An introduction to the theoretical base of major treatment modalities including Reality therapy, psycho-dynamic therapy, client-centered therapy, Rational-Emotive Therapy, cognitive-behavioral approaches (life skills training, behavior modification), and experiential therapies as they relate to detoxification, residential, outpatient, and extended treatment settings.

DAAC 1317 Basic Counseling Skills
(3-0) (3 credits) (R)
Facilitates development of basic counseling skills necessary to develop an effective helping relationship with clients. Includes the utilization of special skills to assist individuals, families, or groups in achieving objectives through exploration of a problem and its ramifications; examination of attitudes and feelings; consideration of alternative solutions; and decision making. Basic human defense mechanisms are presented, and appropriate applications of selected counseling approaches are emphasized.
Prerequisite: DAAC 1311

DAAC 1319 Introduction to Alcohol and Other Drug Addictions (3-0) (3 credits) (A&D)
Causes and consequences of addiction as they relate to the individual, family, community, and society are discussed. Response alternatives regarding intervention, treatment, education, and prevention are reviewed. Competencies and requirements for licensure in Texas are explained. Addiction issues related to diverse populations are presented. Drug terminology, characteristics, effects and categories will be discussed.

DAAC 1391 Special Topics in Alcohol/Drug Abuse Counseling (3-0) (3 credits) (R)
Topics address recently identified current events, skills, knowledges, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

DAAC 2307 Addicted Family Intervention
(3-0) (3 credits) (A&D)
An introduction to the family as a dynamic system focusing on the effects of addiction pertaining to family roles, rules, and behavior patterns. Discusses the impact of mood altering substances and behaviors and therapeutic alternatives as they relate to the family from a multicultural and transgenerational perspective.

DAAC 2330 Multicultural Counseling
(3-0) (3 credits) (A&D)
An extensive look at minority and diverse populations within the United States. Course explores various communication barriers frequently encountered between the counselor and the client. Students also explore and evaluate personal values, biases, and prejudices.

DAAC 2341 Counseling Alcohol and Other Drug Addictions (3-0) (3 credits) (A&D)
Focus is on the application of counseling skills for the Alcohol and Other Drug (AOD) client. Design and utilization of treatment planning using a treatment team approach will be included. Confidentiality and ethical issues will be reviewed and practiced. Discussion of topics related to recovery from addiction, including concepts of addiction, relapse, relapse prevention, support group programs, aftercare methods, and prevention theories are presented. Aspects of counselor self-care will also be studied.
Prerequisites: Must have completed DAAC 1311, 2354, and 1317

DAAC 2343 Current Issues
(3-0) (3 credits) (A&D) (R)
A study of issues that impact addiction counseling. Special populations, dual diagnosis, ethics, gambling, and infectious diseases associated with addiction counseling will be investigated. Course will also help prepare students to take the state written and oral licensing exams.
Prerequisites: Students must have completed all program-required classes through the third semester.
Co-requisite: DAAC 2367

DAAC 2354 Dynamics of Group Counseling
(3-0) (3 credits) (R)
An introduction to the patterns and dynamics of group interactions across the life span. Focus includes group therapy, structure, types, stages,

development, leadership, therapeutic factors, the impact of groups on the individual, group growth, and behavior. Effective group facilitation skills and techniques used to address special population issues and needs are covered. Effective case management and record keeping are addressed.
Prerequisite: DAAC 1311

DAAC 2367 Practicum—Substance Abuse/ Addiction Counseling (1-20) (3 credits)
Practical training in the workplace. Workplace training will be supported by an individualized learning plan developed by the employer, College, and student. The plan will focus on the 8-dimensions of the KSA's of addiction counseling.
Prerequisites: Completion of all program-required coursework through the third semester of classes and approval by the department chair after evaluation of student's degree audit.
Co-requisite: DAAC 2343

Humanities

HUMA 1301 Introduction to the Humanities I (3-0) (3 credits)
An interdisciplinary, multi-perspective assessment of cultural, philosophical and aesthetic factors critical to the formulation of the values that have shaped the historical development of the individual and of society.

HUMA 1302 Introduction to the Humanities II (3 credits)
A continuation of HUMA 1301.

HUMA 2319 American Minority Studies (3-0) (3 credits)
Historical, economic, social and cultural development o fminoirty groups. May include African-American, Mexican American, Asian American and Native American issues

Journalism

(See Communications)

Mathematics

MATH 1314 College Algebra (3-0) (3 credits)
Study of equations and functions including linear, quadratic, polynomial, rational, exponential, and logarithmic; inequalities; systems of equations; progressions; matrices and determinants; and sequences and series. (For non-math/science majors).
Prerequisites: Math 0303, appropriate placement test score, or TSI complete

MATH 1314 College Algebra-*Honors* (3-0) (3 credits)
Study of equations and functions including linear, quadratic, polynomial, rational, exponential, and logarithmic; inequalities; systems of equations; progressions; matrices and determinants; and sequences and series. (For non-math/science majors).
Prerequisites: Math 0303, appropriate placement test score, or TSI complete

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

MATH 1316 Plane Trigonometry (3-0) (3 credits)
Angular measure, trigonometric functions of angles, radian measure, identities, solutions of triangles, equations and inverse trigonometric functions and applications.
Prerequisites: Math 0303, appropriate placement test score, or TSI complete

MATH 1324 Mathematics for Business & Social Sciences I (3-0) (3 credits)
Topics from college algebra (linear equations, quadratic equations, functions and graphs, inequalities), mathematics of finance (simple and compound interest, annuities), linear programming, matrices, systems of linear equations, applications to management, economics, and business.
Prerequisites: Math 0303, appropriate placement test score, or TSI complete

MATH 1325 Mathematics for Business & Social Sciences II (3-0) (3 credits)
Limits and continuity, derivatives, graphing and optimization, exponential and logarithmic functions, antiderivatives, integration, applications to management, economics, and business.
Prerequisite: MATH 1314 or MATH 1324 with a grade of "C" or better

MATH 1332 Contemporary Mathematics I (3-0) (3 credits)
Topics include introductory treatment of sets and set operations, logic and truth tables, number systems and computations in other bases, and number theory and the real number system. Appropriate applications are included.
Prerequisites: Appropriate placement test score, or TSI complete

MATH 1333 Contemporary Mathematics II (3-0) (3 credits)
Topics include principles of relations and functions, probability and statistics, geometry, and financial management. Appropriate applications are included.
Prerequisites: Appropriate placement test score, or TSI complete

MATH 1342 Elementary Statistical Methods (3-0) (3 credits)
Collection, tabulation, presentation, and interpretation of data, probability, normal and binomial distributions, sampling, linear regression and correlation, analysis of variance, hypothesis testing, and use of statistical software.
Prerequisite: MATH 1314 with a grade of "C" or better or acceptable placement test score

MATH 1350 Fundamentals of Mathematics I (3-0) (3 credits)
Concepts of sets, functions, numeration systems, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking.
Prerequisite: MATH 1314 with a grade of "C" or better or acceptable placement test score

MATH 1351 Fundamentals of Mathematics II (3-0) (3 credits)
Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. This course is designed specifically for students who seek middle grade (4 though 8) teacher certification.
Prerequisites: MATH 1314 or MATH 1350 with a grade of "C" or better or acceptable placement test score

MATH 2320 Differential Equations (3-0) (3 credits)
Differential equations of the first order and degree, linear differential equations, higher order differential equations, Laplace transforms and applications.
Prerequisite: MATH 2414 with a grade of "C" or better

MATH 2412 Pre-Calculus Math (4-0) (4 credits)
Application of algebra and trigonometry to the study of elementary functions and their graphs including polynomial, rational, exponential, logarithmic and trigonometric functions. For math/science majors.)
Prerequisite: MATH 1314 with a grade of "C" or better

MATH 2413 Calculus I (4-0) (4 credits) previously Math 2313 Calculus I with Analytic Geometry
Limits, differentiation, implicit differentiation, rates and related rates of change, applications of the derivative, differentials, antiderivatives, definite integrals and applications of the definite integral.
Prerequisite: MATH 2412 with a grade of "C" or better or acceptable placement test score

MATH 2414 Calculus II (4-0) (4 credits) previously Math 2314 Calculus II with Analytic Geometry
Applications of the definite integral, derivatives of inverse and hyperbolic trigonometric functions, techniques of integration, L'Hopital's Rule, improper integrals, parametric and polar equations, sequences, series, power series, and Taylor Series.
Prerequisite: MATH 2413 with a grade of "C" or better

MATH 2415 Calculus III (4-0) (4 credits) previously Math 2315 Calculus III with Analytic Geometry
Vector calculus, cylindrical and spherical coordinates, partial differentiation, directional derivatives and gradient, multiple integration, line and surface integrals, Green's Theorem, Stokes' Theorem.
Prerequisite: MATH 2414 with a grade of "C" or better

Medical Laboratory Technology

MLAB 1201 Introduction to Clinical Laboratory Science (1-4) (2 credits)
An introduction to clinical laboratory science, including quality control, laboratory math, safety, laboratory equipment, laboratory settings, accreditation, certification, professionalism and ethics.
Prerequisite: Acceptance to program or permission of the department chair
Co-requisites: MLAB 1415, PLAB 1223

MLAB 1227 Coagulation (1-2) (2 credits)
A course in coagulation theory, procedures, and practical applications. Includes quality control, quality assurance, safety and laboratory procedures which rely on commonly performed manual and/or semi-automated methods.
Prerequisites: MLAB 1201, MLAB 1415, MLAB 2534, MLAB 1331, MLAB 1335, MLAB 1311, PLAB 1223
Co-requisites: MLAB 2501, MLAB 2431

Visit our Web site @ www.tjc.edu or call **1–800–687–5680**

MLAB 1311 Urinalysis and Body Fluids (2-3) (3 credits)
An introduction to the study of urine and body fluid analysis. Includes the anatomy and physiology of the kidney, physical, chemical and microscopic examination of urine, cerebrospinal fluid, and other body fluids as well as quality control, quality assurance and safety.
Prerequisites: MLAB 1201, MLAB 1415, MLAB 2534, MLAB 1331, MLAB 1335, PLAB 1223

MLAB 1331 Parasitology/Mycology (2-4) (3 credits)
A study of the taxonomy, morphology, and pathogenesis of human parasites and fungi, including the practical application of laboratory procedures, quality control, quality assurance, and safety
Prerequisites: MLAB 1201, MLAB 1415, PLAB 1223
Co-requisites: MLAB 2534, MLAB 1335

MLAB 1335 Immunology/Serology (2-4) (3 credits)
An introduction to the theory and application of basic immunology, including the immune response, principles of antigen-antibody reactions, and the principles of serological procedures as well as quality control, quality assurance, and safety.
Prerequisites: MLAB 1201, MLAB 1415, PLAB 1223
Co-requisites: MLAB 2534, MLAB 1331

MLAB 1415 Hematology (2-8) (4 credits)
The study of blood cells in normal and abnormal conditions. Instruction in the theory and practical application of hematology procedures, including quality control, quality assurance, safety, manual and/or automated methods as well as blood cell maturation sequences, and normal and abnormal morphology with associated diseases.
Prerequisite: Acceptance to program or permission of the department chair.
Co-requisites: MLAB 1201, PLAB 1223

MLAB 2238 Advanced Topics in Medical Laboratory Technician/Assistant (2-0) (2 credits)
This course examines the integration of all areas of the clinical laboratory and correlates laboratory test data with diagnostic applications and pathophysiology using critical thinking skills.
Prerequisites: MLAB 1201, MLAB 1415, MLAB 2534, MLAB 1331, MLAB 1335, MLAB 1311, MLAB 2501, MLAB 2431, MLAB 1227; PLAB 1223
Co-requisite: MLAB 2466

MLAB 2267 Practicum II (or Field Experience)—Clinical/Medical Laboratory Technician (0-15) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Prerequisites: MLAB 1201, MLAB 1415, MLAB 2534, MLAB 1331, MLAB 1335, MLAB 1311, MLAB 2501, MLAB 2431, MLAB 1227, MLA 2238, MLAB 2466; PLAB 1223

MLAB 2431 Immunohematology (3-4) (4 credits)
A study of blood antigens and antibodies. Presents quality control, basic laboratory technique and safety. Includes the principles, procedures and clinical significance of test results in genetics, blood group systems, pretransfusion testing, adverse effects of transfusions, donor selection and components, and hemolytic disease of the newborn.
Prerequisites: MLAB 1201, MLAB 1415, MLAB 2534, MLAB 1331, MLAB 1335, MLAB 1311; PLAB 1223
Co-requisites: MLAB 2501, MLAB 1227

MLAB 2466 Practicum I (or Field Experience)—Clinical/Medical Laboratory Technician (0-40) (4 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Prerequisites: MLAB 1201, MLAB 1415, MLAB 2534, MLAB 1331, MLAB 1335, MLAB 1311, MLAB 2501, MLAB 2431, MLAB 1227, PLAB 1223
Co-requisite: MLAB 2238

MLAB 2501 Chemistry (3-6) (5 credits)
An introduction to the principles and procedures of various tests performed in Clinical Chemistry. Presents the physiological basis, principle and procedure, and clinical significance of test results, including quality control and reference values. Includes basic chemical laboratory technique and safety, electrolytes, acid-base balance, proteins,

Numbering of Courses

The four-letter prefix will be used to identify subject areas as follows:

1st digit:	**Identifies level** **0—developmental** **1—freshman** **2—sophomore**
2nd digit:	**Identifies credit hour value**
3rd digit:	**Establishes course sequence.**
4th digit:	**Establishes course sequence.**

carbohydrates, lipids, enzymes, endocrine function, and toxicology.
Prerequisites: MLAB 1201, MLAB 1415, MLAB 2534, MLAB 1331, MLAB 1335, MLAB 1311, PLAB 1223
Co-requisites: MLAB 2431, MLAB 1227

MLAB 2534 Microbiology (3-8) (5 credits)
Instruction in the theory, practical application and pathogenesis of clinical microbiology, including collection, quality control, quality assurance, safety, setup, identification, susceptibility testing, and reporting results.
Prerequisites: MLAB 1201, MLAB 1415, PLAB 1223
Co-requisites: MLAB 1331, MLAB 1335

PLAB 1223 Phlebotomy (1-4) (2 credits)
Skill development in the performance of a variety of blood collection methods using proper techniques and standard precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, patient identification, specimen labeling, quality assurance, specimen handling, processing, accessioning, professionalism, ethics, and medical terminology.
Prerequisite: Acceptance to program or permission of the department chair.
Co-requisites: MLAB 1201, MLAB 1415

Medical Office Management

ITSW 1301 Introduction to Word Processing
(2-2) (3 credits)
An overview of the production of documents, tables, and graphics.
Prerequisites: Computer knowledge and keyboarding proficiency.

ITSW 1304 Introduction to Spreadsheets
(2-2) (3 credits)
Instruction in the concepts, procedures, and importance of electronic spreadsheets.
Prerequisite: Computer knowledge.

POFM 1300 Medical Coding Basics (3-0) (3 credits)
Presentation and application of basic coding rules, principles, guidelines, and conventions utilizing various coding systems.
Prerequisite: HITT 1305

Visit our Web site @
www.tjc.edu or
call **1–800–687–5680**

POFM 1302 Medical Software Applications
(2-2) (3 credits)
Medical software applications for the management and operation of health care information systems.
Prerequisites: POFM 1309, POFM 1327

POFM 1309 Medical Office Procedures
(3-0) (3 credits)
Introduction to basic medical office skills including telephone techniques, filing and indexing, mail handling, appointment scheduling, travel arrangements, correspondence, and business transactions. Emphasis on human relations and customer service skills.

POFM 1327 Medical Insurance (3-0) (3 credits)
Survey of medical insurance including the life cycle of various claim forms, terminology, litigation, patient relations, and ethical issues.

POFM 2310 Intermediate Medical Coding
(3-0) (3 credits)
Assignment and application of ICD, CPT, and HCPCS coding guidelines with emphasis on physician billing and regulatory requirements. Includes code selection for Evaluation and Management (E/M) and Medical/Surgical cases.
Prerequisites: POFM 1327, POFM 1300

POFM 2380 Cooperative Education-Medical Administrative Assistant/Secretary
(1-15) (3 credits)
Career related activities encountered in the student's area of specialization are offered through an individualized agreement among the College, employer, and student. Under supervision of the College and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite:** Approval of department chair

POFT 1301 Business English (3-0) (3 credits)
Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business.

POFT 1313 Professional Workforce (3-0) (3 credits)
Preparation for the work force including ethics, interpersonal relations, professional attire, and career advancement. This course is offered in the Spring only.
Prerequisite: This course should be taken in the last semester of student's certificate or degree program

POFT 1321 Business Math (3-0) (3 credits)
Fundamentals of business mathematics including analytical and critical thinking skills.

Music

Music and non-music majors are allowed to enroll in instrumental or vocal ensembles. Some ensembles are by audition only. Please contact the ensemble director to find out the availability of openings. Students may not take more than two (2) ensembles per semester unless approved by the Music Department Chair.

MUEN 1127, 2127* Apache Band (1-4) (1 credit)
Meets in the fall semester and is an advanced performance ensemble open to all students of the College who qualify by audition. Performances include field and parade marching, concerts, athletic events, performance tours, and other campus activities. Front ensemble must register for Apache Marching Band Section 02 only. Color guard must register for Apache Marching Band Section 03 only. Students may also receive physical education credit by enrolling in KINE 1102, 2101 concurrently with this course.

MUEN 1128, 2128* Symphonic Band (1-4) (1 credit)
Meets during the spring semester and is a performance ensemble open to all students of the College who qualify by audition. Emphasis is placed primarily on preparation for various concert performances and other campus events. Students may also receive physical education credit by enrolling in KINE 1103, 2102 concurrently with this course.

MUEN 1129,1130, 2129, 2130* Wind Ensemble (1-4) (1 credit)
An advanced performance ensemble open to students who qualify by audition. Performances include concerts, festivals, performance tours, and other campus events. Emphasis is placed on study of modern wind-band literature of the highest quality and difficulty. Although it is a select ensemble, students in any major field of study may audition.

MUEN 1131, 1132, 2131, 2132 Apache Pan Ensemble** (1-2) (1 credit)
Allows students to gain performance experience in a non-western musical idiom-specifically the music of Trinidad and Tobago. The main purpose is to learn and prepare literature for performance and lecture. Admission by audition.

MUEN 1133, 1134, 2133, 2134* Instrumental Chamber Ensemble (1-2) (1 credit)
A performance ensemble studying and performing various wind, string and percussion chamber music. Admission is by audition only. Performances include campus and community concerts, as well as performance tours.

MUEN 1136, 2136 Apache Indoor Percussion Theatre** (1-2) (1 credit)
A competitive and non-competitive performing ensemble consisting of a wide variety of percussion instruments and color guard. The show contains elements of musical performance, marching drill, and theatrical expression. Must be a member of Apache Marching Band. Admission by audition. Spring only.

MUEN 1137, 1138, 2137, 2138** (MUSI 1137, 1138, 2137, 2138) **Guitar Ensemble** (1-2) (1 credit)
A group of two to sixteen classical guitarists that rehearses and performs arrangements and compositions for more than one guitar. Admission by audition or permission of the professor.
Co-requisites: MUAP 1261 or 1262 or 2162 or 2261

MUEN 1139,1140, 2139, 2140 Jazz Ensemble** (1-2) (1 credit)
An advanced performance ensemble open to students who qualify by audition. Although it is a select ensemble, students in any major field of study may audition. Performances include concerts, festivals, performance tours, and other campus events. Literature ranges from the "Big Band" music of the 1920's to modern jazz of the present.

MUEN 1151, 1152, 2151, 2152 Chamber Singers (1-2) (1 credit)
Auditioned vocal ensemble performing traditional and contemporary madrigal and choral repertoire. Admission by audition.

MUEN 1153, 1154, 2153, 2154*** (MUSI 1153, 1154, 2153, 2154) **Harmony and Understanding** (1-2) (1 credit)
An auditioned vocal pop ensemble includes instruction in the choral popular idiom. Admission by audition.

MUEN 1241,1242, 2241, 2242 Concert Choir****** (1-3) (2 credits)
A non-auditioned mixed chorus singing sacred and secular choral literature. Open to any student of the College.

MUSI 1116 Elementary Sight Singing & Ear Training I (Fall term) (2-1) (1 credit)
Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation, of rhythm, melody, and diatonic harmony. Students are strongly encouraged to take this course concurrently with MUSI 1311

MUSI 1117 Sight Singing & Ear Training II (Spring term) (2-1) (1 credit)
Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation, of rhythm, melody, and diatonic harmony. Students are strongly encouraged to take this course concurrently with MUSI 1312
Prerequisite: MUSI 1116

MUSI 1158 Opera Workshop II (1-2) (1 credit)
Performance of portions of or complete operas and the study of the integration of music, acting, and staging of an opera.

MUSI 1159 Musical Theatre I (0-5) (1 credit)
Study and performance of works from the musical theater repertoire.

MUSI 1160 Italian Diction (1-1) (1 credit)
Study of phonetic sounds of the English, French, German, or Italian languages to promote the ability to sing in those languages. Instruction includes International Phonetic Alphabet as well as rules of pronunciation of each language. (Cross listed as MUSI 1162, 1165, 1262, & 2262.)

MUSI 1163 Improvisation I
Jazz (1-2) (1 credit)
Materials and practices for improvisation or extemporaneous performance in the jazz idiom.
Corequisite: MUEN 1140 or MUEN 2140 or by approval of the professor.

MUSI 1164 Improvisation II
Jazz (1-2) (1 credit)
Materials and practices for improvisation or extemporaneous performance in the jazz idiom.
Corequisite: MUEN 1140 or MUEN 2140 or by approval of the professor.

MUSI 1181 Piano Class I (1-2) (1 credit)
Class instruction in the fundamental of keyboard technique for beginning piano students. An introductory course intended for those with no prior piano study, or only a negligible amount. Two hours instruction per week, using a 16 place electronic piano lab. Fundamentals of proper piano technique, music reading, improvisation, harmonizing melodies, and a variety of repertory will be covered. Classes available for music majors and non-majors. Required for piano secondaries based on piano placement test.

MUSI 1182 Piano Class II (1-2) (1 credit)
Class instruction in the fundamental of keyboard technique for beginning piano students. Continuation of MUSI 1181 with two hours instruction per week providing more advanced training in piano technique and repertoire. Topics to be emphasized include complex rhythms, transposition, sight reading, and solo literature. Classes available for majors and non-majors.
Prerequisite: Completion of MUSI 1181 or approval of professor

MUSI 1183 Voice Class I (1-2) (1 credit)
Class instruction in the fundamentals of singing including breathing, tone production, and diction. Designed for students with little or no previous voice training.

MUSI 1184 Voice Class II (1-2) (1 credit)
Class instruction in the fundamentals of singing including breathing, tone production, and diction. Designed for students with little or no previous voice training.

MUSI 1301 Fundamentals of Music I (3-0) (3 credits)
Introduction to the basic elements of music theory for non-music majors: scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm.
Concurrent: Based on the score of a theory placement exam, all incoming freshmen music majors may be required to take Music Fundamentals concurrently with Theory I.

MUSI 1306 Music Appreciation (3-0) (3 credits)
Understanding music through the study of cultural periods, major composers and musical elements. Illustrated with audio recordings and live performances. (Does not apply to a music degree.)

MUSI 1308 Music Literature I (3-1) (3 credits)
Survey of the principal musical forms and cultural periods as illustrated in the literature of major composers. This course is designed to provide a basic understanding of music from the middle ages through the classical periods of music literature. Open to non-music majors.

MUSI 1309 Music Literature II (3-1) (3 credits)
Survey of the principal musical forms and cultural periods as illustrated in the literature of major composers. This course is designed to provide a basic understanding of music from the romantic through the contemporary periods of music literature. Open to non-music majors.

MUSI 1311 Music Theory I (3-1) (3 credits)
Analysis and writing of tonal melody and diatonic harmony up to and including chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. A study of triads and their inversions, chord connections, keyboard harmony, cadences, simple nonharmonic tones, seventh chords and original part-writing exercises. Required of music and fine arts-music majors. Students are

strongly encouraged to take this course concurrently with MUSI 1116.

MUSI 1312 Music Theory II (3-1) (3 credits)
Analysis and writing of tonal melody and diatonic harmony up to and including chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. A continuation of harmony including diatonic and seventh chords in all positions, chords with variant qualities, sequence, nonharmonic tones, chord progressions, choral voicing, keyboard harmony, cadences, figured bass, harmonization of given melodies, modulation to closely related keys. Required of music and fine arts-music majors. Students are strongly encouraged to take this course concurrently with MUSI 1117.
Prerequisite: MUSI 1311

MUSI 1390 Electronic Music I (3-0) (3 credits)
Introduction to the use of synthesizers, computers, sequencing and music printing software, multi-track recorders and other MIDI (Music Instrument Digital Interface) devices in the notation, arrangement, composition, and performance of music.
Prerequisites: Either the completion of a Music Fundamentals, Music Theory, Private Piano, or Class Piano Course.

MUSI 2116 Sight Singing & Ear Training III (Fall term) (2-1) (1 credit)
Singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Students are strongly encouraged to take this course concurrently with MUSI 2311.
Prerequisite: MUSI 1117

MUSI 2117 Sight Singing & Ear Training IV (Spring term) (2-1) (1 credit)
Singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Students are strongly encouraged to take this course concurrently with MUSI 2312.
Prerequisite: MUSI 2116

MUSI 2158 Opera Workshop IV (1-2) (1 credit)
Performance of portions of or complete operas and the study of the integration of music, acting, and staging of an opera.

MUSI 2159 Musical Theatre II (0-5) (1 credit)
Study and performance of works from the musical theater repertoire.

MUSI 2183 Voice Class III (1-2) (1 credit)
Class instruction in the fundamentals of singing including breathing, tone production, and diction. Designed for students with little or no previous voice training.

MUSI 2184 Voice Class IV (1-2) (1 credit)
Class instruction in the fundamentals of singing including breathing, tone production, and diction. Designed for students with little or no previous voice training.

MUSI 2311 Music Theory III (3-1) (3 credits)
Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard. A further study of harmony and the introduction to secondary dominants, secondary leading-tone chords, diatonic and chromatic modulations, and linear diminished seventh chords. Required of music and fine arts-music majors. Students are strongly encouraged to take this course concurrently with MUSI 2116.
Prerequisite: MUSI 1312

MUSI 2312 Music Theory IV (3-1) (3 credits)
Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard. A further study of harmony and the introduction to the neapolitan triad, augmented sixth chords, ninth, eleventh, and thirteenth chords, modes, pandiatonicism, quartal harmony, twelve-tone serialism, aleatoric process, transposing, planing, exotic scales and other modern techniques. Required of music and fine arts-music majors. Students are strongly encouraged to take this course concurrently with MUSI 2117.
Prerequisite: MUSI 2311

* ** *** *****Student can only receive 8 hours maximum credit in each series.*

Applied Music

Individual instruction in voice or brass, percussion, woodwind, string, or keyboard instruments. Music majors should enroll in private lessons in two areas each semester, depending upon their intended degree. Those who aim toward professional performance or teaching should take private lessons for a concentration of two semester hours

each semester. All music majors should take, in addition to either a major or a concentration, a secondary private lesson for one semester hour credit each semester. In every case, one of the two private lessons each semester must be piano. All freshman piano secondaries must take piano class. All music majors must take a piano placement test.

A student majoring in music should see a faculty advisor for help in completing a course plan.

Students may also take private instrumental and vocal instruction as an elective. Two semester hours credit would signify one hour of instruction per week. One semester hour would signify 30 minutes of instruction per week.

The fees per semester on applied music courses are found in the tuition and fees section of this *Catalog.*

The College is not obligated to furnish instruments.

Vocal and instrumental instruction is available as follows:

Voice

The study of the art of singing in the bel canto style including breath control, vowel formation and other techniques of vocal production through vocal exercises and the study of literature from the English, Italian, German, French, and musical theatre repertoire.

Piano, Organ

(Music majors or electives with little or no piano experience should enroll in piano class.)

Enables the student, for a major or concentration, to develop technical capabilities to a high degree as well as become well acquainted with repertoire from the Baroque period to the present day. Develops fluency in reading at the keyboard and a knowledge of some technical and theoretical fundamentals at the instrument for minors.

Organ prerequisite: Piano experience or permission from professor.

Guitar

Focuses on the classical technique, different positions on the fingerboard, proper fingering for both hands, major and minor scales, and reading and memorizing music using typical compositions by Carulli, Carcassi, Narvaez, Villa-Lobos and other.

Electric Bass

Covers basic music reading with emphasis on correct fingering, sight reading skill, scales and memorization of bass parts to "standard" tunes selected by the professor. Elective only.

Wind Instruments

Allows the student to improve playing skills, either as a member of an ensemble or soloist, through concentration on proper music fundamentals to improve tone quality, range, flexibility, and technique. A variety of classical repertoire, ranging from Baroque to modern day, is employed to develop and improve musicianship and overall control of the instrument.

Percussion Instruments

Allows the student to improve playing skills, either as a member of an ensemble or soloist, through concentration on proper music fundamentals to improve physical technique and tone production on a wide variety of percussion instruments. A variety of repertoire is employed to develop and improve musicianship and overall control of the instrument.

Secondary or Elective

MUAP 1101, 1102, 2101, 2102 Violin (0.5-1) (1 credit)

MUAP 1103, 1104, 2103, 2104 Viola (1 credit)

MUAP 1109, 1110, 2109, 2110 Cello (1 credit)

MUAP 1113, 1114, 2113, 2114 Double Bass (1 credit)

MUAP 1115, 1116, 2115, 2116 Electric Bass (1 credit)

MUAP 1117, 1118, 2117, 2118 Flute (1 credit)

MUAP 1121, 1122, 2121, 2122 Oboe (1 credit)

MUAP 1125, 1126, 2125, 2126 Bassoon (1 credit)

MUAP 1129, 1130, 2129, 2130 Clarinet (1 credit)

MUAP 1133, 1134, 2133, 2134 Saxophone (1 credit)

MUAP 1137, 1138, 2137, 2138 Trumpet (1 credit)

MUAP 1141, 1142, 2141, 2142 French Horn (1 credit)

MUAP 1145, 1146, 2145, 2146 Trombone (1 credit)

MUAP 1149, 1150 2149, 2150 Baritone (1 credit)

MUAP 1153, 1154, 2153, 2154 Tuba (1 credit)

MUAP 1157, 1158, 2157, 2158 Percussion (1 credit)

MUAP 1161, 1162, 2161, 2162 Guitar (1 credit)

MUAP 1165, 1166, 2165, 2166 Organ (1 credit)

MUAP 1169, 1170, 2169, 2170 Piano (1 credit)

MUAP 1181, 1182, 2181, 2182 Voice (1 credit)

Concentration or Elective

MUAP 1201, 1202, 2201, 2202 Violin (1-2) (2 credits)

MUAP 1203, 1204, 2203, 2204 Viola (2 credits)

MUAP 1209, 1210, 2209, 2210 Cello (2 credits)

MUAP 1213, 1214, 2213, 2214 Double Bass (2 credits)

MUAP 1215, 1216, 2215, 2216 Electric Bass (2 credits)

MUAP 1217, 1218, 2217, 2218 Flute (2 credits)

MUAP 1221, 1222, 2221, 2222 Oboe (2 credits)

MUAP 1225, 1226, 2225, 2226 Bassoon (2 credits)

MUAP 1229, 1230, 2229, 2230 Clarinet (2 credits)

MUAP 1233, 1234, 2233, 2234 Saxophone (2 credits)

MUAP 1237, 1238, 2237, 2238 Trumpet (2 credits)

MUAP 1241, 1242, 2241, 2242 French Horn (2 credits)

MUAP 1245, 1246, 2245, 2246 Trombone (2 credits)

MUAP 1249, 1250, 2249, 2250 Baritone (2 credits)

MUAP 1253, 1254, 2253, 2254 Tuba (2 credits)

MUAP 1257, 1258, 2257, 2258 Percussion (2 credits)

MUAP 1261, 1262, 2261, 2262 Guitar (2 credits)

MUAP 1265, 1266, 2265, 2266 Organ (2 credits)

MUAP 1269, 1270, 2269, 2270 Piano (2 credits)

MUAP 1281, 1282, 2281, 2282 Voice (2 credits)

Nursing, Associate Degree (ADN)

RNSG 1108 Dosage Calculations for Nursing (1-0) (1 credit)

Reading, interpreting, and solving calculation problems encountered in the preparation of medications. Includes conversion of measurements within the apothecary, avoirdupois, and the metric system. This course lends itself to either a blocked or integrated approach.

RNSG 1146 Legal and Ethical Issues for Nursing (1-0) (1 credit)

Study of the laws and regulations related to the provision of safe and effective professional nursing care; attention given to the development of a framework for addressing ethical issues. Topics include confidentiality, the Nursing Practice Act, professional boundaries, ethics, and health care legislation.

Concurrent Enrollment: RNSG 1513*, 1260*, and 1215*

RNSG 1160 Clinical Nursing (0-4) (1 credit)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 1327

RNSG 1162 Clinical Nursing II (8 weeks) (0-6) (1 credit)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 1441 is required

RNSG 1163 Clinical Nursing III (8 weeks) (0-6) (1 credit)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 1443 is required

RNSG 1215 Health Assessment (1-3) (2 credits)

Development of skills and techniques required for a comprehensive health assessment within a legal/ethical framework.

Concurrent Enrollment: RNSG 1260*, 1146*, 1513*, and BIOL 2402*

RNSG 1260 Clinical Nursing I (0-8) (2 credits)
A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.
Concurrent Enrollment: RNSG 1513 is required

RNSG 1293 Special Topics in Nursing, Maternal/ Child (2-1) (2 credits)
Topics addressed recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation, and relevant to the professional development of the student.
Concurrent Enrollment: RNSG 2160*, 2201*, 2170*, 2208*, BIOL 2420*

RNSG 1301 Pharmacology (3-0) (3 credits)
Introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Topics include the roles and responsibilities of the nurse in safe administration of medications within a legal/ethical framework.
Concurrent Enrollment: RNSG 1441*, 1162*, RNSG 1443*, 1163*, BIOL 2402*

RNSG 1309 Introduction to Nursing***
(3-0) (3 credits)
Overview of nursing and the role of the professional nurse as a provider of care, coordinator of care, and member of a profession. Topics include knowledge, judgement, skills and professional values with a legal/ethical framework. This course lends itself to a block approach.
Prerequisite: College Ready

RNSG 1311 Nursing Pathophysiology***
(3-0) (3 credits)
This course provides basic principles of pathophysiology emphasizing nursing applications. Topics include principles of homeostasis related to body systems.
Prerequisites: BIOL 2401, 2402

RNSG 1327 Transition from Vocational to Professional Nursing (2-2) (3 credits)
Topics include health promotion, expanded assessment, analysis of data, nursing process, pharmacology, multidisciplinary teamwork, communication, and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework throughout the life span.
Concurrent Enrollment: RNSG 1160 is required

RNSG 1441 Common Concepts of Adult Health
(8 weeks) (3-3) (4 credits)
Study of the general principles of caring for selected adult clients and families in structured settings with common medical-surgical health care needs related to each body system. Emphasis on knowledge judgment, skills, and professional values within a legal/ethical framework.
Concurrent Enrollment: RNSG 1162 (required), RNSG 1301*, 1163*, 1443*

RNSG 1443 Complex Concepts of Adult Health
(8 weeks) (3-3) (4 credits)
Integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of care, coordinator of care, and member of a profession in the care of adult clients/families in structured health care settings with complex medical-surgical health care needs associated with each body system. Emphasis on knowledge, judgments, skills, and professional values within a legal/ethical framework.
Concurrent Enrollment: RNSG 1163 (required), 1301*, 1441*, 1162

RNSG 1513 Foundations for Nursing Practice
(4-4) (5 credits)
Introduction to the role of the professional nurse as a provider of care, coordinator of care, and member of a profession. Topics include but are not limited to the fundamental concepts of nursing practice, history of professional nursing, a systematic framework for decision-making, mechanisms of disease, the needs and problems that nurses help patients manage, and basic psychomotor skills. Emphasis on knowledge, judgment, skills and professional values within a legal/ethical framework.
Concurrent Enrollment: RNSG 1260 (required), RNSG 1215*, 1146*, BIOL 2402*

RNSG 2121 Management of Client Care
(16-week online course with labs and testing on campus) (1-0) (1 credit)
Exploration of leadership and management principles applicable to the role of the nurse as a provider of care, coordinator of care, and member

Visit our Web site @ www.tjc.edu or call **1–800–687–5680**

of a profession. Includes application of knowledge, judgment, skills, and professional values within a legal/ethical framework.
Concurrent Enrollment: RNSG 2163 (required), SOCI 1301*

RNSG 2160 Clinical Nursing IV (8 weeks) (0-5) (1 credit) (formerly RNSG 2164)
A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.
Concurrent Enrollment: RNSG 2208 (required), RNSG 2201*, 2170*, 1293*

RNSG 2161 Clinical Nursing VI (7 weeks) (0-5) (1 credit)
A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.
Concurrent Enrollment: RNSG 2213 is required

RNSG 2163 Clinical Nursing VIII (2 weeks) (0-3) (1 credit)
A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.
Concurrent Enrollment: RNSG 2121 is required

RNSG 2170 Clinical Nursing IX (8 weeks) (0-5) (1 credit) (formerly RNSG 2260)
A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.
Concurrent Enrollment: RNSG 2201 (Pedi) is required

RNSG 2201 Care of Children and Families (8 weeks) (2-1) (2 credits)
Study of concepts related to the provision of nursing care for children and their families, emphasizing judgment, and professional values within a legal/ethical framework.
Concurrent Enrollment: RNSG 2160*, 2170 (required), 2208*, RNSG 1293*, BIOL 2420*

RNSG 2208 Maternal/Newborn Nursing and Women's Health (8 weeks) (2-1) (2 credits)
Study of concepts related to the provision of nursing care for normal childbearing families and those at risk, as well as women's health issues; competency in knowledge, judgment, skill, and professional values within a legal/ethical framework, including a focus on normal and high-risk needs for the childbearing family during the preconception, prenatal, intrapartum, neonatal, and postpartum periods; and consideration of selected issues in women's health.
Concurrent Enrollment: RNSG 2160 (required) RNSG 1293*, 2201*, RNSG 2170* BIOL 2420*.

RNSG 2213 Mental Health Nursing (7 weeks) (2-1) (2 credits)
Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of clients and their families.
Concurrent Enrollment: RNSG 2161 (required).

RNSG 2262 Clinical Nursing VII (7 weeks) (0-8) (2 credits) (formerly RNSG 2162)
A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the overflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.
Concurrent Enrollment: RNSG 2331 is required

RNSG 2306 Nursing Information Systems* (3-0) (3 credits)
This course provides basic principles of information systems and documentation tools utilized in nursing practice. This course lends itself to either a blocked or integrated approach.

RNSG 2331 Advanced Concepts of Adult Health (7 weeks) (3-1) (3 credits)
Application of advanced concepts and skills for the

development of the associate degree nurse's roles in complex nursing situations with adult clients/ families in structured settings. Emphasis is given to judgment, and professional values within a legal/ ethical framework.
Concurrent Enrollment: RNSG 2262 (required) and SOCI 1301*, RNSG 2213*, 2161*, 2121 2163

** Concurrent enrollments are required unless previously completed with a grade of "C" or better.*

**** This is an elective Associcate Degree Nursing course.*

Nursing, Vocational (VNE)

VNSG 1119 Leadership and Professional Development (1-0) (1 credit)
Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education.
Prerequisites: BIOL 2404 or 2401 and 2402, Successful completion of all first and second level VNSG program courses
Co-requisites: VNSG 1361, 1410

VNSG 1201 Mental Health and Mental Illness (2-0) (2 credits)
Personality development, human needs, common mental mechanisms, and factors influencing mental health and mental illness. Includes common mental disorders and related therapy.
Prerequisites: BIOL 2404 or BIOL 2401 and 2402
Co-requisites: VNSG 1204, 1227, 1260, 1400, 1323, 1329

VNSG 1204 Foundations of Nursing (2-0) (2 credits)
Introduction to the nursing profession including history, standards of practice, legal and ethical issues, and the role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness.
Prerequisites: BIOL 2404 or 2401 and 2402
Co-requisites: VNSG 1201, 1227, 1260, 1323, 1329, 1400

VNSG 1227 Essentials of Medication Administration (2-1) (2 credits)
General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement.
Prerequisites: BIOL 2404 or 2401 and 2402
Co-requisites: VNSG 1201, 1204, 1260, 1400, 1323, 1329

VNSG 1230 Maternal-Neonatal Nursing (2-0) (2 credits)
Utilization of the nursing process in the assessment and management of the childbearing family. Emphasis on the bio-psycho-socio-cultural needs of the family during the phases of pregnancy, childbirth, and the neonatal period including abnormal conditions.
Prerequisites: BIOL 2404 or BIOL 2401 and 2402; successful completion of all first-level VNSG program courses
Co-requisites: VNSG 1231, 1307, 1360, 1409, 2431

VNSG 1231 Pharmacology (2-1) (2 credits)
Fundamentals of medications and their diagnostic, therapeutic, and curative effects. Includes nursing interventions utilizing the nursing process.
Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VNSG program courses
Co-requisites: VNSG 1230, 1307, 1360, 1409, 2431

VNSG 1260 Clinical I (0-12) (2 credits)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisites: BIOL 2404 or 2401 and 2402
Co-requisites: VNSG 1201, 1204, 1227, 1323, 1329, 1400

VNSG 1307 Pediatric Nursing (3-1) (3 credits)
Study of the care of the pediatric client and family during health and disease. Emphasis on growth and developmental needs.
Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VNSG program courses
Co-requisites: VNSG 1230, 1231, 1360, 1409, 2431

VNSG 1323 Basic Nursing Skills (2-3) (3 credits)
Mastery of entry level nursing skills and competencies for a variety of health care settings. Utilization of the nursing process as the foundation for all nursing interventions.
Prerequisites: BIOL 2404 or 2401 and 2402
Co-requisites: VNSG 1201, 1204, 1227, 1260, 1400, 1329

VNSG 1329 Medical -Surgical Nursing I (3-0) (3 credits)
Application of the nursing process to the care of the adult patient experienceing medical-surgical conditions along the health-illness continuum in a

variety of health care settings.
Prerequisites: BIOL 2404 or 2401 and 2402
Co-requisites: VNSG 1201, 1204, 1227, 1260, 1400, and 1323

VNSG 1360 Clinical II - Licensed Practical/ Vocational Nurse (LVN) Training (0-16) (3 credits)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VNSG program courses
Co-requisites: VNSG 1230, 1231, 1307, 1409, 2431

VNSG 1361 Clinical III- Licensed Practical/ Vocational Nurse (LVN) Training (0-16) (3 credits)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first and second level VNSG program courses
Co-requisites: VNSG 1119, 1410

VNSG 1400 Nursing in Health and Illness I (4-1) (4 credits)
Introduction to general principles of growth and development, primary health care needs of the client across the life span, and therapeutic nursing interventions.
Prerequisites: BIOL 2404 or 2401 and 2402
Co-requisites: VNSG 1201, 1204, 1227, 1260, 1323, 1329

VNSG 1409 Nursing in Health and Illness II (4-1) (4 credits)
Introduction to common health problems requiring medical and surgical interventions.
Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first and second level VNSG program courses
Co-requisites: VNSG 1230, 1231, 1307, 1360, 2431

VNSG 1410 Nursing in Health and Illness III (4-1) (4 credits)
Continuation of Nursing in Health and Illness II. Further study of common medical-surgical health problems of the client including concepts of mental illness. Incorporates knowledge necessary to make the transition from student to graduate vocational nurse.
Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VNSG program courses
Co-requisites: VNSG 1119, 1361

VNSG 2431 Advanced Nursing Skills (3-3) (4 credits)
Mastery of advanced level nursing skills and competencies in a variety of health care settings utilizing the nursing process as a problem-solving tool.
Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VNSG program courses
Co-requisites: VNSG 1230, 1231, 1307, 1360, 1409

** Concurrent enrollments are required unless previously completed with a grade of "C" or better.*

Paralegal *(Legal Assistant)*

LGLA 1119 Legal Ethics and Professional Responsibility (1-0) (1 credit)
This course presents the ethical and legal responsibilities and duties that a member of the legal profession owes to the public, the court, clients, and other professional colleagues, including a review of the canons, codes, and rules of professional responsibility. This course is offered in the Fall only.

LGLA 1305 Legal Writing (3-0) (3 credits)
This course provides a working knowledge of the fundamentals of effective legal writing techniques. Topics include briefs, legal memoranda, case and fact analysis, citation forms, and legal writing styles. This course is offered in the Fall only.
Prerequisites: LGLA 1403; ENGL 1301

LGLA 1311 Introduction to Law (3-0) (3 credits)
This course introduces the student to legal terminology, fundamental legal concepts and the judicial system. This course is offered in the Fall only.

LGLA 1345 Civil Litigation (3-0) (3 credits)
This course presents fundamental concepts and procedures of civil litigation with emphasis on the paralegal's role. Topics include pretrial, trial, and post trial phases of litigation. This course is offered in the Fall only.
Prerequisite: LGLA 1311 or concurrent enrollment

LGLA 1349 Constitutional Law (3-0) (3 credits)
This course provides an overview of the United States Constitution and its articles, amendments, and judicial interpretations. Topics include separation of powers, checks and balances, governmental structures and process, and individual rights in

relation to government. This course is offered in the Fall only.
Prerequisite: LGLA 1311

LGLA 1353 Wills, Trusts, and Probate Administration (3-0) (3 credits)
This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role.
Prerequisite: LGLA 1311

LGLA 1355 Family Law (3-0) (3 credits)
This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship.
Prerequisite: LGLA 1311 or concurrent enrollment

LGLA 1403 Legal Research (3-3) (4 credits)
This course provides a working knowledge of the fundamentals of effective legal research. Topics include law library techniques, computer-assisted legal research, and briefs. This course is offered in the Spring only.

LGLA 2305 Interviewing and Investigating (3-0) (3 credits)
This course is a study of principles, methods, and investigative techniques utilized to locate, gather, document, and manage information, with emphasis on developing interviewing and investigative skills to prepare the paralegal to communicate effectively while recognizing ethical problems. Good communication skills, particularly when interviewing, are emphasized. This course is offered in the Spring only.

LGLA 2307 Law Office Management (3-0) (3 credits)
This course presents the fundamentals of principles and structure of management, administration, and substantive systems in the law office including law practice technology as applied to paralegals. This course is offered in the Spring only.

LGLA 2311 Business Organizations (3-0) (3 credits)
Basic concepts of business organizations with emphasis on the paralegal's role. Includes law of agency, sole proprietorships, partnerships, corporations, and other emerging business entities. This course is offered in the Spring only.
Prerequisite: LGLA 1311

LGLA 2313 Criminal Law and Procedure (3-0) (3 credits)
This course presents the fundamental concepts of criminal law from arrest to final disposition, principles of federal and state law, and the role of the paralegal in the preparation of pleadings and motions.

LGLA 2315 Oil and Gas Law (3-0) (3 credits)
This course presents the fundamental concepts of oil and gas law including relationships between landowners and oil and gas operators, government regulation, and documents used in the industry with an emphasis on the paralegal's role.

LGLA 2333 Advanced Legal Document Preparation (3-0) (3 credits)
This course includes preparation of legal documents by paralegals based on hypothetical situations drawn from various areas including real estate, family law, contracts, litigation, and business organizations.
Prerequisite: Course must be taken in last semester of program

LGLA 2337 Mediation (3-0) (3 credits)
This course emphasizes the role of lawyers, paralegals, and lay people in the process of mediation.

LGLA 2380 Cooperative Education—Paralegal/ Legal Assistant (1-15) (3 credits)
This course includes career related activities encountered in the student's area of specialization offered through an individualized agreement among the College, employer, and student. Under the supervision of the College and the employer, the student combines classroom learning with work experience. Includes a lecture component. This course is offered in the Spring only.
Prerequisites: Sophomore level and approval of both the department chair and an approved law office

POFI 2340 Advanced Word Processing (2-2) (3 credits)
Continuation of the study of word processing including advanced techniques in merging, macros, graphics, desktop publishing, and extensive formatting for technical documents. Emphasis on business applications.
Prerequisite: ITSW 1301

Philosophy

PHIL 1301 Introduction to Philosophy (3-0) (3 credits)
A general introduction to the study of ideas and their logical structure, including arguments and investigations about abstract and real phenomena. Includes introduction to the history, theories, and methods of reasoning.

PHIL 1304 Introduction to World Religions (3-0) (3 credits)
A comparative study of various world religions.

PHIL 2306 Introduction to Ethics (3-0) (3 credits)
A consideration of the basic principles of classical and contemporary theories concerning the good life, human conduct in society, and moral and ethical standards. Examines the nature of goodness, happiness, duty, and freedom through readings from selected philosophers, past and present.

Physics

PHYS 1401 College Physics I (3-3) (4 credits)
Fundamentals of classical mechanics and heat for premedical, biological science, pharmacy, architecture students and others needing technical courses in physics. A background in algebra and trigonometry is required.
Prerequisite: MATH 1314

PHYS 1402 College Physics II (3-3) (4 credits)
A continuation of PHYS 1401 including electricity and magnetism, waves, and modern physics.
Prerequisite: PHYS 1401

PHYS 1403 Stars and Galaxies (3-3) (4 credits)
Study of stars, galaxies, and the universe outside our solar system. An introduction to modern astronomy and basic observational techniques focusing on principles of stellar processes, types and evolution, galactic structures and cosmology and methods and techniques of modern astronomical observation.

PHYS 1404 Solar System (3-3) (4 credits)
Study of the sun and its solar system, including its origin. An introduction to historical and observational astronomy focusing specifically on the members of our solar system and on basic observation skills and knowledge.

PHYS 1405 Elementary Physics I (3-3) (4 credits)
Conceptual level survey of topics in Physics intended for liberal arts, elementary education and other non-science majors.

PHYS 2425 University Physics I (3-3) (4 credits)
Fundamental principles of physics, using calculus, for science, computer science and engineering majors; the principles and applications of classical mechanics, including harmonic motion and physical systems; emphasis on problem solving.
Prerequisite: MATH 2413

PHYS 2426 University Physics II (3-3) (4 credits)
Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics.
Prerequisite: PHYS 2425
Corequisite: MATH 2414

Power Plant Technology

CETT 1402 Electricity Principles (3-4) (4 credits)
Principles of electricity including proper use of test equipment, A/C and D/C circuits, and component theory and operation.
Prerequisite: OSHT 1320, TECM 1303

CBFM 1407 Boiler Operation (3-2) (4 credits)
Basic boiler operation with emphasis on high pressure and low pressure systems.
Prerequisite: OSHT 1320

ENER 1240 Employee Success in Energy Industry (2-0) (2 credits)
A study of successful employee characteristics and employer expectations in the energy industry. Topics include benefits, career management, e-communications, and personal financial management. Addresses values, inclusion, and community/environmental roles.

ENER 1330 Basic Mechanical Skills for Energy (2-3) (3 credits)
Basic mechanical skills using hand and power tools in an industrial environment. Topics include tool use and maintenance, lubrication, measuring, threads and fasteners, bench works, basic mechanical drawings, and basic shop calculations (English and metric). Also addresses rigging procedures to include chain falls, jacks, cable, fulcrum, port-a-power, and come-alongs.
Prerequisite: OSHT 1320

ELMT 1380 Cooperative Education - Electromechanical Technology/ Electromechanical Engineering Technology (1-20) (3 credits)
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.
Prerequisite: OSHT 1320, ENER 1330, TECM 1303, CBFM 1407, ENER 1240, ETWR 1302, INCR 1302, SPCH 1321, CETT 1402

ELMT 2352 Power Generation Instrumentation (2-3) (3 credits)
Study of the instruments and control systems used in the power generation industry including

terminology, power generation variables, piping and instrumentation diagrams (P&ID), control loop diagrams, and basic troubleshooting.
Prerequisite: INCR 1302

ELMT 2453 Power Generation Troubleshooting (3-2) (4 credits)
Instruction in the different types of troubleshooting techniques, procedures, and methods used to solve power generation problems. Topics include application of data collection and analysis, cause-effect relationships, and reasoning.
Prerequisite: CBFM 1407

ELPT 2405 Motors and Transformers (3-2) (4 credits)
Match the type of single-phase motor with its principles of operation; compare the operating characteristics of the three types of three-phase motors; explain the advantages of Wye and Delta connections in motor and transit applications; size overcurrent, short circuit, and ground fault protective devices; and utilize nameplate information.
Prerequisite: CETT 1302

EPCT 1349 Environmental Regulation Interpretation and Applications (3-0) (3 credits)
An in-depth study of the major federal and state environmental regulations.

ETWR1302 Introduction to Technical Writing (3-0) (3 credits)
Introduction to the principles, techniques, and skills needed for scientific, technical, and business writing.

INCR 1302 Physics of Instrumentation (2-4) (3 credits)
An introduction to simple control loops. Introduction to pressure, temperature, level, and flow transmitters and the various transducers used in the detection of changes in process variables.
Prerequisite: OSHT 1320

INMT 2301 Machinery Installation (2-3) (3 credits)
Students utilize skills acquired in previous studies. Machinery foundation, locations, installation, and alignment activities are practiced and tested. Emphasis is on the various methods of shaft alignment including laser shaft alignment.
Prerequisite: ENER 1330

OSHT1320 Energy Industrial Safety (2-2) (3 credits)
An overview for industrial workers of state/federal regulations and guidelines which require industrial safety training. Topics include the 29 C.F.R. 1910, 1926 and National Fire Protection Association (NFPA) 70E standards such as confined space entry, emergency action, lock out/tag out, arc flash, and other work-related subjects.

TECM1303 Technical Calculations (3-0) (3 credits)
Specific mathematical calculations required by business and industry. Includes whole numbers, fractions, mixed numbers, decimals, percents, ratios, and proportions. Also covers converting to different units of measure (standard and/or metric).

Professional Tennis Management

FITT 2305 (RECL 2371) **Sport Facility Management** (3-0) (3 credits)
A study of the process of managing sport facilities. Includes planning, directing, and coordinating programs, and supervising employees and participants.

RECL 1105 (RECL 1171) **Summer Tennis Experience** (1-0) (1 credit)
Designed to train students for their approved, tennis-related summer work which includes responsibility for a journal of activities and an evaluation of the work assignment.

RECL 1271 (RECL 1206) **Supervised Summer Work Experience** (0-15) (2 credits)
Designed to train students for their approved, tennis-related summer work.

RECL 1300 (RECL 1371) **Scientific Approach to Tennis Teaching** (3-0) (3 credits)
An analysis of tennis from a scientific viewpoint with information based on current research studies
Co-requisite: RECL 1376

RECL 1301 (RECL 1372) **Philosophy of Coaching** (3-0) (3 credits)
Principles, methods, and materials related to the philosophy of coaching for becoming a professional tennis coach, proper coaching methods, fundamentals of tennis, and the philosophy of tennis.

RECL 1302 (RECL 1373) **Individual Tennis Instruction** (3-0) (3 credits)
A study of the fundamentals of tennis and tennis stroke instruction with detailed information on reasons and objectives explaining the participation of the individual in tennis and the understanding of procedure and application for private instruction as well as theory.

RECL 1303 (RECL 1374) **Athletic Program Planning** (3-0) (3 credits)
A study of planning, organizing, and conducting

activities for athletic programs including promotion, special events, clinics, junior development, ladies days, ladders, tournaments, leagues, and social events as well as the construction of the overall program.

RECL 1304 (RECL 1375) **Fitness and Motor Learning in Tennis** (3-0) (3 credits)
Methods of assessing fitness and developing conditioning programs related to tennis. Includes proper nutrition, weight lifting, aerobic and anaerobic principles. Also explores proper methodology for teaching tennis skills for all levels of tennis players.

RECL 1376 (RECL 1310) **Tennis Teaching Clinic I** (0-15) (3 credits)
On-court teaching skills with an emphasis placed on individual lessons.
Co-requisite: RECL 1300

RECL 1377 (RECL 1311) **Tennis Teaching Clinic II** (0-15) (3 credits)
Studies technical equipment such as teaching aids including ball machines, video recorder, audio recorder, and tennis stringing equipment with a continuation of on-court skills with an emphasis on group dynamics.
Co-requisite: RECL 1302

RECL 2306 (RECL 2372) **Sports Psychology** (3-0) (3 credits)
A study of human behavior in sports performance. An emphasis placed on the science of sport psychology. Basic techniques of using motivation, behavior modification, visualization, relaxation training, and concentration will be discussed.

RECL 2307 (RECL 2373) **Tennis Instruction Methodologies** (3-0) (3 credits)
Analysis of tennis teaching and coaching styles as reflected in published materials.

RECL 2338 United States Professional Tennis Association Exam Review (Capstone) (3-0) (3 credits)
A preparation for the United States Professional Tennis Association Exam, including a review of all five components.

RECL 2375 (RECL 2310) **Tennis Teaching Clinic III** (0-15) (3 credits)
Emphasis placed on the organization, planning, and performance of group lessons with a continuation of court skills as well as emphasis on personal playing skills.

RECL 2376 (RECL 2311) **Tennis Teaching Clinic IV** (0-15) (3 credits)
A survey of teaching opportunities at various clubs. Students will contribute to creative and innovative lessons and programming as well as a continuation of playing skills and off-court procedures of the tennis profession.

Visit our Web site @
www.tjc.edu or
call **1–800–687–5680**

Psychology

PSYC 2301 General Psychology (3-0) (3 credits)
Survey of major topics in psychology. Introduces the study of behavior and the factors that determine and affect behavior.

PSYC 2301 General Psychology-*Honors* (3-0) (3 credits)
Survey of major topics in psychology. Introduces the study of behavior and the factors that determine and affect behavior.

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

PSYC 2302 Applied Psychology (3-0) (3 credits)
Survey of the applications of psychological knowledge and methods in such fields as business, industry, education, medicine, law enforcement, social work, and government work.

PSYC 2314 Lifespan Growth and Development (3-0) (3 credits)
Study of the relationship of the physical, emotional, social, and mental factors of growth and development of children and throughout the lifespan.

PSYC 2314 Lifespan Growth and Development-*Honors* (3-0) (3 credits)
Study of the relationship of the physical, emotional, social, and mental factors of growth and development of children and throughout the lifespan.

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

Public Administration

PBAD 1321 Public Administration (3-0) (3 credits)
An introduction to the organization and management of the public sector. Topics include intergovernmental relations, overview of different levels of government program management, and management of non-profit agencies.

PBAD 1341 Governmental Agencies (3-0) (3 credits)
An overview of governmental agencies and their interrelationships; goals and objectives; and organizational structure of each agency. Topics include grants-in-aid, revenue and expenditure patterns, and global influence on governmental agencies.

PBAD 2301 Public Relations in the Public Sector (3-0) (3 credits)
Skill development in dealing with the public and the media for public sector employees, managers, and public relations specialists. Topics include maintaining positive public image, relating organizational policies to the public interest, and conducting public information programs.

PBAD 2305 Public Sector Management (3-0) (3 credits)
General principles of public management and strategies of dealing with internal and external systems. Topics include planning, decision-making and leadership models, organizational behavior, and resource management.

PBAD 2311 Public Sector Supervision (3-0) (3 credits)
Skill development in supervisory techniques in public management. Topics include organizational structure, motivation, planning, control, delegation, and leadership. Instructional techniques may include case studies, role playing, and teamwork.

PBAD 2335 Ethics in the Public Sector (3-0) (3 credits)
Examination of reconciling the practice of public administration with provisions of law. Topics include codes of conduct, financial disclosure, conflict of interest, nepotism, and ethical dilemmas.

PBAD 2339 Human Resource Management in the Public Sector (3-0) (3 credits)
Examination of human resource management in the public sector with an emphasis on civil service, merit systems, and labor law. Topics include recruiting, selecting, training, compensating, and appraising employees.

Radiologic Technology

RADR 1201 Introduction to Radiography (2-0) (2 credits)
An overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the program and the health care system.
Prerequisite: Acceptance to Program

RADR 1213 Principles of Radiographic Imaging I (2-0) (2 credits)
Radiographic image quality and the effects of exposure variables.

RADR 1266 Practicum I—Medical Radiologic Technology (0-19) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Prerequisite: Acceptance to program

RADR 1267 Practicum II—Medical Radiologic Technology (0-19) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

RADR 1303 Patient Care (3-0) (3 credits)
An introduction in patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology.
Prerequisite: Acceptance to program

RADR 1311 Basic Radiographic Procedures (2-3) (3 credits)
An introduction to radiographic positioning terminology, the proper manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of basic anatomy.
Prerequisite: Acceptance to program

RADR 2217 Radiographic Pathology (2-0) (2 credits)
Disease processes and their appearance on radiographic images. Classify types of diseases; explain the pathogenesis of common diseases; differentiate between normal and abnormal radiographic findings; and correlate normal and abnormal radiographic findings.

RADR 2233 Advanced Medical Imaging (2-0) (2 credits)
Specialized imaging modalities. Includes concepts

and theories of equipment operations and their integration for medical diagnosis.

RADR 2235 Radiologic Technology Seminar (2-0) (2 credits)
A capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning.

RADR 2266 Practicum III—Medical Radiologic Technology (0-28) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

RADR 2267 Practicum VI—Medical Radiologic Technology (0-19) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

RADR 2301 Intermediate Radiographic Procedures (2-3) (3 credits)
A continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of anatomy.
Co-requisite: RADR 2301 Lab

RADR 2305 Principles of Radiographic Imaging II (3-1) (3 credits)
Radiographic imaging technique formulation. Includes equipment quality control, image quality assurance, and the synthesis of all variables in image production.
Co-requisite: RADR 2305 Lab

RADR 2309 Radiographic Imaging Equipment (3-0) (3 credits)
Equipment and physics of x-ray production. Includes basic x-ray circuits. Also examines the relationship of conventional and digital equipment components to the imaging process.
Prerequisite: Acceptance to Program

RADR 2313 Radiation Biology and Protection (3-0) (3 credits)
Effects of radiation exposure on biological systems. Includes typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure.

RADR 2336 Special Patient Applications (3-1) (3 credits)
Advanced concepts of pediatrics, geriatrics, trauma, history documentation, and Electrocardiogram (ECG). Includes phlebotomy and venipuncture.

RADR 2366 Practicum IV—Medical Radiologic Technology (0-28) (3 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student

RADR 2367 Practicum V—Medical Radiologic Technology (0-28) (3 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

RADR 2431 Advanced Radiographic Procedures (3-2) (4 credits)
Continuation of positioning; alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology. Departmental management and resume production.
Co-requisite: RADR 2431 Lab

Respiratory Care

RSPT 1101 Introduction to Respiratory Care (1-0) (1 credit)
An introduction to the field of respiratory care. Topics include the history of respiratory care, hospital organization, medical malpractice, ethics, vital signs, body mechanics, basic cardiopulmonary assessment, infection control, and cardiopulmonary resuscitation (CPR).

RSPT 1227 Applied Physics for Respiratory Care (2-1) (2 credits)
Review of the theoretical and practical applications of mathematics and physics with focus on the applicability and clinical utility of the modalities, techniques, procedures, equipment, and diagnostic tests utilized in respiratory care.

RSPT 1266 Practicum I (0-14) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Co-requisite: RSPT 1329

RSPT 1267 Practicum II (0-20) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Co-requisites: RSPT 1331 and 2414

RSPT 1307 Cardiopulmonary Anatomy and Physiology (3-0) (3 credits)
An introduction to the anatomy and physiology of the cardiovascular and pulmonary systems.

RSPT 1329 Respiratory Care Fundamentals I
(2-3) (3 credits)
Provides an introduction to the knowledge and skills for respiratory care including history, medical terms/symbols, medical/legal, infection control, vital signs, physical assessment, chest x-ray interpretation, medical gas therapy, oxygen analyzers, and humidity/aerosol therapy.
Co-requisite: RSPT 1266

RSPT 1331 Respiratory Care Fundamentals II
(2-3) (3 credits)
Provides a continuation of knowledge and skills for respiratory care including lung expansion therapy, bronchial hygiene therapy, artificial airways, manual resuscitation devices, suctioning, pulse oximetry, bedside spiromety, arterial sampling techniques and blood gas analysis and interpretation.
Co-requisite: RSPT 1267

RSPT 2131 Simulations in Respiratory Care
(1-1) (1 credit)
Theory of clinical simulation examinations. Includes construction types, scoring, and mechanics of taking the computerized simulation examination.

RSPT 2135 Pediatric Advanced Life Support
(1-2) (1 credit)
A comprehensive course designed to develop the skills for resuscitation of the infant and child. Includes strategies for preventing cardiopulmonary arrest and identification of high risk infants and children. May include certification.

RSPT 2139 Advanced Cardiac Life Support
(1-2) (1 credit)
Advanced Cardiac Life Support (ACLS) with an emphasis on airway management. Designed to develop skills for resuscitation of the adult. Includes strategies for managing and stabilizing the cardiopulmonary arrested patient. May include certification.
Co-requisite: RSPT 2267

RSPT 2154 Neonatal Resuscitation Program
(1-1) (1 credit)
Comprehensive course designed to develop the skills for resuscitation of the neonate. Includes strategies for treatment of cardiopulmonary arrest and identification of high-risk neonates. Includes NRP certification American Academy of Pediatrics (AAP).

RSPT 2266 Practicum III (0-20) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

RSPT 2267 Practicum IV
(0-20) (2 credits) (Capstone Course)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Co-requisite: RSPT 2239

RSPT 2310 Cardiopulmonary Disease
(3-0) (3 credits)
Etiology, pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases.

RSPT 2317 Respiratory Care Pharmacology
(3-0) (3 credits)
A study of drugs that affect cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and physiological interactions.

RSPT 2353 Neonatal/Pediatric Cardiopulmonary Care (2-3) (3 credits)
A study of acute care, monitoring, and management as applied to the neonatal and pediatric patient.

RSPT 2414 Mechanical Ventilation (3-4) (4 credits)
The study of mechanical ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. Includes indications, complications, and physiologic effects/principles of mechanical ventilation. Emphasizes initiation, management, and weaning of ventilator support.
Co-requisite: RSPT 1267

RSPT 2425 Cardiopulmonary Diagnostics
(3-4) (4 credits)
A study of physical, radiological, hemodynamic, laboratory, nutritional, and cardiopulmonary diagnostic assessments.

Sign Language and Sign Language Interpreting

(Interpreter Training Program)

Sign Language

SGNL 1301 Beginning American Sign Language I
(3-2) (3 credits)
Introduction to American Sign Language covering finger spelling, vocabulary, and basic sentence structure in preparing individuals to interpret oral speech for the hearing impaired.

Visit the TJC Web site @ www.tjc.edu

SGNL 1302 Beginning American Sign Language II (3-2) (3 credits)
Review and application of conversational skills in American Sign Language; interpreting from signing to voice as well as from voice to signing. Introduction to American Sign Language literature and folklore.
Prerequisite: SGNL 1301

SGNL 2301 Intermediate American Sign Language I (3-2) (3 credits)
Integrates and refines expressive and receptive skills in American Sign Language (ASL), including recognition of sociolinguistic variation. A practice oriented approach to language acquisition, including the use of multimedia.
Prerequisite: SGNL 1302

SGNL 2302 Intermediate American Sign Language II (3-2) (3 credits)
Review and application of conversational skills in American Sign Language; interpreting from signing to voice as well as from voice to signing. Introduction to American Sign Language literature and folklore.
Prerequisite: SGNL 2301

SIGN LANGUAGE NOTE: Tyler Junior College accepts French, German, Japanese, Sign Language and Spanish as a Foreign Language. Check with your transferring university for specific requisites.

NOTE: Students enrolling in this program who plan to transfer to upper-level institutions should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the upper-level institution of their choice.

Sign Language Interpreting

SLNG 1206 Interpreting Artistic Texts I (2-1) (2 credits)
Introduces the art of interpretation of artistic texts, including music, poetry, and drama. Emphasis on incorporating rhythm, fluidity, and beauty of American Sign Language production while maintaining conceptual accuracy and clarity.
Prerequisites: ENGL 1301, SGNL 1302

SLNG 1211 (SIGN 1101) **Fingerspelling and Numbers** (1-2) (2 credits)
Development of expressive and receptive skills in fingerspelling and numbers. Receptive skills focus on whole word and phrase recognition and fingerspelling/number comprehension in context. Expressive skills focus on the development of speed, clarity, and fluency.
Prerequisite: SGNL 2301 or concurrent enrollment

SLNG 1215 Visual/Gestural Communication (2-1) (2 credits)
Development of skills in non-verbal communications. Emphasizes the use and understanding of facial expression, gestures, pantomime, and body language.

SLNG 1307 Intra-Lingual Skills for Interpreters (3-1) (3 credits)
Concentration on the development of intra-lingual (English to English) skills necessary for future development of inter-lingual (English to American Sign Language [ASL]/ASL to English) skills. Focus on linguistic and cognitive skills development in areas of paraphrasing, summarizing, main idea identification, comprehension, memory, delayed repetition, multi-tasking, vocabulary, and cultural literacy.
Prerequisites: ENGL 1301, SGNL 1302

SLNG 1321 Introduction to Interpreting Profession (3-0) (3 credits)
An overview of the field of American Sign Language (ASL)/ English interpretation. Provides an historical framework for the current principles, ethics, roles, responsibilities, and standard practices of the interpreting profession.
Prerequisite: ENGL 1301, SGNL 1302

SLNG 1347 (SIGN 1324) **Deaf Culture** (3-0) (3 credits)
Historical and contemporary perspective of American deaf culture using a sociocultural model. Includes cultural identity and awareness, values, group norms, communication, language, and significant contributions made by D/deaf people to the world.
Prerequisites: ENGL 1301, SGNL 2302

SLNG 1350 Sign-To-Voice (3-1) (3 credits)
Skill development in interpreting and transliterating from American Sign Language and other modes of communication to English and analysis of increasingly complex tasks utilizing simulated interpreting experiences including skills analysis and peer evaluation.
Prerequisite: SLNG 2301 or permission by the department chair.

SLNG 1391 Special Topics In Sign Language Interpreting—Interpreting Seminar (3-0) (3 credits)
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated

multiple times to improve student proficiency.
Prerequisite: SLNG 2431 or permission from department chair.

SLNG 2266 (SIGN 2323) **Practicum (or Field Experience) - Sign Language Interpretation and Translation** (2286)
(0-16) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.
Prerequisites: SLNG 2402, 2431 concurrent; pass mid-program evaluation with "C" or better

SLNG 2301 (SIGN 1322) **Interpreting I**
(3-1) (3 credits)
An overview of the interpreting process and models of interpretation. Introduces the skills necessary to achieve dynamic message equivalency in interpreting American Sign Language (ASL) to English and English to ASL.
Prerequisites: SLNG 1307, 1321
Concurrent: SGNL 2301, 2302

SLNG 2311 (SIGN 2302) **Interpreting in Specialized Settings** (3-1) (3 credits)
An overview of interpreting/ transliterating with special populations e.g., (deaf/blind, high visual, oral) in special settings (e.g., religious, artistic, medical, legal, mental health). Reinforce interpreting theories and techniques in relation to the special population(s) and/or setting(s).
Prerequisites: SLNG 2301 and pass mid-program evaluation with a grade of "C" or better

SLNG 2315 Interpreting in Educational Settings
(3-1) (3 credits)
Overview of education programs (K-12 and post secondary), focusing on the roles and skills of the interpreter as a member of the educational team. Includes current practices, communication methods, legislation, trends, and ethical issues. Introduces resources for content-specific vocabulary.
Prerequisite: SLNG 2301 or permission from department chair

SLNG 2334 American Sign Language (ASL) V
(2-3) (3 credits)
Development of proficiency in ASL. Includes instruction in semantic and grammatical accuracy and appropriate discourse strategies in a variety of communication contexts.
Prerequisite: SGNL 2302

SLNG 2402 (SIGN 2303) **Interpreting II**
(3-2) (4 credits)
Continued development of discourse analysis and interpreting skills for increasingly complex tasks. Utilization of consecutive and simultaneous interpreting scenarios including monologues and dialogues. Emphasizes skill development, self-analysis, and peer evaluation.
Prerequisites: SLNG 2301, 2302 and pass mid-program evaluation with a grade of "C" or better.

SLNG 2403 Transliterating (3-2) (4 credits)
A practice-oriented course designed to develop skills necessary for rendering spoken English to a signed English format and signed English to spoken English.
Prerequisites: SLNG 2301, 2302 and pass mid-program evaluation with a grade of "C" or better.

SLNG 2431 (SIGN 2322) **Interpreting III**
(3-3) (4 credits)
A practice-oriented course to strengthen skills in the integration and application of interpreting using complex source materials. Continued exposure to simulated interpreting/transliterating experiences.
Prerequisites: SLNG 2302 and pass mid-program evaluation with a grade of "C" or better.

Note: Interpreter majors must pass all SGNL and SLNG courses with a grade of "C" or above to continue to the next course. Must pass exit exam to graduate.

Social Work

SOCW 2361 Introduction to Social Work
(3-0) (3 credits)
Development of the philosophy and practice of social work in the United States, survey of the fields and techniques of social work.

SOCW 2362 Social Welfare as a Social Institution
(3-0) (3 credits)
Introduction to the study of modern social work, the underlying philosophy and ethics of social work, and the major divisions and types of social work together with their methods and objectives.
Prerequisite: SOCW 2361 with a grade of "C" or higher, or approval of departmental chair.

Sociology

SOCI 1301 Introductory Sociology (3-0) (3 credits)
Introduction to the concepts and principles used in the study of group life, social institutions, and social processes.

SOCI 1301 Introductory Sociology- Honors
(3-0) (3 credits)
Introduction to the concepts and principles used in the study of group life, social institutions, and social processes.

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

SOCI 1306 Social Problems (3-0) (3 credits)
Application of sociological principles to the major problems of contemporary society such as inequality, crime and violence, substance abuse, deviance, or family problems.

SOCI 2301 Marriage and Family (3-0) (3 credits)
Sociological examination of marriage and family life. Problems of courtship, mate selection, and marriage adjustment in modern American Society.

SOCI 2319 Minority Studies (3-0) (3 credits)
Historical, economic, social, and cultural development of minority groups. May include African-American, Mexican-American, Asian-American, and Native American issues.

Speech

SPCH 1144, 1145, 2144, 2145 Forensic Activities I, II, III, IV (0-3) (1 credit)
Laboratory experience for students who participate in forensics activities.

SPCH 1311 Introduction to Speech Communication (3-0) (3 credits)
Theories and practice of communication in interpersonal, small group and public speech.

SPCH 1315 Public Speaking (3-0) (3 credits)
Research, composition, organization, delivery, and analysis of speeches for various purposes.

SPCH 1315 Public Speaking-*Honors* (3-0) (3 credits)
Research, composition, organization, delivery, and analysis of speeches for various purposes.

In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

SPCH 1318 Interpersonal Communication (3-0) (3 credits)
Theories and exercises in verbal and nonverbal communication with focus on interpersonal relationships.

SPCH 1321 Business and Professional Communication (3-0) (3 credits)
The application of theories and practice of speech communication as applied to business and professional situations.

SPCH 1342 Voice & Diction (3-0) (3 credits)
Physiology and mechanics of effective voice production with practice in articulation, pronunciation, and enunciation. Credit cannot be granted for both SPCH 1342 and DRAM 2336.

SPCH 2301 Introduction to Technology and Human Communication (3-0) (3 credits)
A survey of emerging interactive communication technologies and how they influence human communication, including interpersonal, group decision-making, and public and private communication contexts. *(Cross-listed as COMM 2301)*
Prerequisite: Qualifying THEA (or alternative) writing test scores or completion of ENGL 0302

SPCH 2333 Discussion and Small Group Communication (3-0) (3 credits)
Discussion and small group theories and techniques as they relate to group process and interaction.

SPCH 2341 Oral Interpretation (3-0) (3 credits)
Theories and techniques in analyzing and interpreting literature. Preparation and presentation of various literary forms.

Surgical Technology

SRGT 1266 Practicum I—Surgical Technologist/ Technician (0-16) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

SRGT 1405 Introduction to Surgical Technology (3-2) (4 credits)
Orientation to surgical technology theory, surgical pharmacology and anesthesia, technological sciences, and patient care concepts.

SRGT 1409 Fundamentals of Perioperative Concepts and Techniques (3-2) (4 credits)
In-depth coverage of perioperative concepts such as aseptic/sterile principles and practices, infectious processes, wound healing, and creation and maintenance of the sterile field.

SRGT 1441 Surgical Procedures I (2-6) (4 credits)
Introduction to surgical procedures and related pathologies. Emphasis on surgical procedures related to general, obstetrics/gynecology,

genitourinary, otorhinolaryngology and orthopedic surgical specialties incorporating instruments, equipment, and supplies required for perioperative patient care.

SRGT 1442 Surgical Procedures II (2-6) (4 credits)
Introduction to surgical procedures and related pathologies. Emphasis on surgical procedures related to thoracic, peripheral vascular, plastic/reconstructive, ophthalmology, cardiac, and neurological surgical specialties incorporating instruments, equipment, and supplies required for perioperative patient care.

SRGT 2466 Practicum II—Surgical Technologist/Technician (0-28) (4 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Prerequisite: HITT 1305, 1303; BIOL 2404; SRGT 1405, 1409, 1441, 1266
Co-requisites: SRGT 1442

Surveying and Mapping Technology

SRVY 1301 (SURV 1311) **Introduction to Surveying** (3-0) (3 credits)
An overview of the surveying profession. The history of surveying and its impact on the world. Review of the mathematics used in surveying. Introduction to basic surveying equipment with emphasis on measurements. Instruction on surveying procedures and the limitation of errors. Calculation to determine precision and error of closure.
Co-requisite: SRVY 1309 and 1315

SRVY 1309 (SURV 1321) **Surveying Measurement** (2-2) (3 credits)
An introductory course covering the equipment and hardware of the profession necessary to measure horizontal and vertical distances, in accordance with prevailing and applicable professional standards, e.g., standards of the National Geodetic Survey, state and local statutes and regulations, professional standards, such as the Texas Society of Professional Surveyors.
Co-requisite: SRVY 1301 and 1315

SRVY 1315 (SURV 1331) **Surveying Calculations** (3-0) (3 credits)
An introduction to the mathematics used in surveying and mapping, including algebra, plane trigonometry, and plane, solid, and analytical geometry.
Co-requisite: SRVY 1301 and 1309

SRVY 1335 (SURV 1322) **Land Surveying Applications** (2-2) (3 credits)
A lab course covering the equipment, techniques, and hardware of the profession necessary to measure horizontal and vertical angles and distances used in traversing, according to prevailing and applicable professional standards.
Co-requisite: SRVY 1341

SRVY 1341 (SURV 1312) **Land Surveying** (3-0) (3 credits)
A study of the measurement and determination of boundaries, areas, shapes, location through traversing techniques. Instruction in a variety of adjustment methods using programmed and non-programmed hand-held calculators and computers. Methods of traversing and adjustment of errors according to prevailing and applicable professional standards.
Prerequisite: SRVY 1301
Co-requisites: SRVY 1335, MATH 1316

SRVY 2286 (SURV 2264) **Internship—Survey Technology/Surveying** (0-8) (2 credits)
An advanced work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer. Practical experience is simultaneously related to theory. Direct supervision is provided by the workplace supervisor.
Prerequisite: Sophomore standing

SRVY 2305 (SURV 2354) **Geographic Information Systems Applications** (2-2) (3 credits)
A hands-on course with computer applications providing additional conceptual understanding of geographic information systems and practical applications using a variety of Geographic Information System Software.
Co-requisites: SRVY 2331, SRVY 2335

SRVY 2309 Computer-Aided Mapping (2-2) (3 credits)
An intermediate to advanced level course designed to teach the student how to produce a survey map using appropriate software and coordinate geometry. Production of survey maps and plats, civil engineering design drawings and topographic maps utilizing coordinate geometry data points.
Co-requisites: SRVY 1335, SRVY 1341

Visit the TJC Web site @ www.tjc.edu

SRVY 2331 (SURV 2313) **Geodetic Surveying and Mapping** (3-0) (3 credits)
A study of field astronomy, Polaris and solar observations, State Plane Coordinate Systems, and Global Positioning System.
Prerequisite: SRVY 1341
Co-requisite: SRVY 2335

SRVY 2335 (SURV 2323) **Geodetic Surveying and Mapping Application** (2-2) (3 credits)
Emphasis on the field techniques of making astronomic observations, recovering control monuments, setting control monuments, and the planning and use of Global Positioning System receivers in data collection.
Co-requisites: SRVY 2331

SRVY 2339 (SURV 2314) **Engineering Design Surveying** (3-0) (3 credits)
A study of the theory and field methods for surveying alignments, e.g., highway routes, pipelines, utility and waterway construction, transmission lines and site stakeout, including the study of horizontal circular curves, parabolic curves, areas, and earthwork volumes.
Prerequisites: SRVY 2331
Co-requisites: SRVY 2341

SRVY 2341 (SURV 2324) **Engineering Design Surveying Lab** (2-2) (3 credits)
The companion lab for Engineering Design Surveying. Emphasis on field methods of surveying alignments.
Co-requisites: SRVY 2339

SRVY 2343 (SURV 2333) **Surveying—Legal Principles I** (3-0) (3 credits)
The study of location, conveyance, ownership and transfer of real property under the laws of the State of Texas. Emphasis on the history of disposition of public land, interpreting written descriptions, dignity of calls and evidence, record search of public and private land records and preparation of a deed record sketch.
Prerequisite: SRVY 1341

SRVY 2344 (SURV 2334) **Surveying—Legal Principles II** (3-0) (3 credits)
An advanced course in legal principles, retracement and boundary location with application of legal principles and Rules of Construction; writing survey reports and property descriptions; and a review of boundary law cases.
Prerequisite: SRVY 1341

Theatre

DRAM 1120, 1121, 2120, 2121
Theatre Practicum I, II, III, IV (0-6) (1 credit)
Practicum in theatre with emphasis on technique and procedures with experience gained in play productions. Required for all theatre majors.

DRAM 1310 Introduction to Theatre (3-0) (3 credits)
Survey of all phases of theatre including its history, dramatic works, stage techniques, production procedures and relation to the fine arts. Participation in major productions may be required.

DRAM 1310 Introduction to Theatre-*Honors* (3-0) (3 credits)
Survey of all phases of theatre including its history, dramatic works, stage techniques, production procedures and relation to the fine arts. Participation in major productions may be required.
In accordance with the mission of the Honors Program, this honors course will promote leadership development, service learning, and a community of inquiry. In the fulfillment of these goals, this course will provide enriched coursework and innovative instruction for students who seek to be challenged by advanced educational experiences by requiring that students complete one or more Special Projects. For more details, contact the Coordinator of Scholars Academy.

DRAM 1330 Stagecraft I (3-3) (3 credits)
Study and application of visual aesthetics of design which may include the physical theatre, scenery construction and painting, properties, lighting, costume, makeup, and backstage organization.

DRAM 1341 Makeup (3-0) (3 credits)
Design and execution of makeup for the purpose of developing believable characters. Includes discussion of basic makeup principles and practical experience of makeup application.

DRAM 1342 Introduction to Costume (2-4) (3 credits)
Principles and techniques of costume design and construction for theatrical production.

DRAM 1351, 1352 Acting I & II (2-4) (3 credits)
Development of basic skills and techniques of acting including increased sensory awareness, ensemble performing, character analysis, and script analysis. Emphasis on the mechanics of voice, body, emotion, and analysis as tools for the actor.

DRAM 2336 Voice for Theatre (3-0) (3 credits)
Application of the performer's use of the voice as a creative instrument of effective communication. Encourages an awareness of the need for vocal proficiency and employs techniques designed to improve the performer's speaking abilities. Credit cannot be granted for both DRAM 2336 and SPCH 1342.

DRAM 2361, 2362 History of the Theatre I, II
(3-0) (3 credits)
Development of theatre art from the earliest times through the 20th century.

Vision Care Technology

OPTS 1319 Vision Care Office Procedures
(3-0) (3 credits)
Overview of procedures used in an optical, optometric, or ophthalmological office. Instruction on government, third party, and other managed care insurance claim forms, maintenance of patient records, safety regulations, correspondence and ethics.
Prerequisite: OPTS 1305, 13091311, 1315, 1501, 2341
Co-requisites: OPTS 1349, 2166, 2335, 2345, 2531

OPTS 1305 Geometric Optics (3-0) (3 credits)
Introduction to the history and physics of the electromagnetic spectrum with emphasis on the reflection and refraction of light from flat and curved mirrors, prisms, and single and compound lens systems.

OPTS 1309 Ophthalmic Laboratory I
(2-4) (3 credits)
Emphasis on the finishing portion (bench) of the fabrication of spectacles. Topics include mark-up, blocking, edging, beveling, impact resistance, tinting, insertion, and inspection of single vision and multi-focal lenses.

OPTS 1311 The Visual System (3-0) (3 credits)
Overview of the visual system including the anatomy and physiology of the eye, related structures, and diseases.

OPTS 1315 Basic Contact Lenses
(2-2) (3 credits)
Introduction to contact lens theory and practice. Topics include the history, development, and manufacture of contact lenses; lens materials, designs, fitting, and care techniques; as well as skills necessary for the accurate measurement of lens parameters.

OPTS 1349 Ophthalmic Laboratory II
(2-4) (3 credits)
Utilize formulas and techniques needed to surface single vision and multi-focal lenses. Topics include calculation or use of a computer software program to determine the information used in conjunction with ophthalmic lens machines, and instruments used to grind, fine, and polish lenses.

OPTS 1501 Ophthalmic Dispensing
(4-3) (5 credits)
Introduction to the basic principles of frame selection, styling, refractive errors, lens design, and the use of tools and instruments used to measure and make adjustments necessary to properly dispense spectacles.

OPTS 2166 Ophthalmic Practicum I
(0-7) (1 credit)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

OPTS 2266 Ophthalmic Practicum II
(0-30) (8 weeks) (2 credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

OPTS 2335 Advanced Contact Lenses
(2-2) (3 credits)
Emphasizes the knowledge and skills necessary to assist the practitioner in the dispensing, evaluation, and care of soft, rigid, toric, multi-focal, therapeutic, and other specialty contact lenses.

OPTS 2341 Ophthalmic Techniques (2-4) (3 credits)
Presentation of information and practical training in the techniques necessary to properly assist the eye practitioner. Topics include visual acuity assessments and performance of various preliminary diagnostic tests.

OPTS 2345 Advanced Ophthalmic Techniques
(2-4) (3 credits)
Continuation of Ophthalmic Techniques. Introduction to principles and techniques of various diagnostic evaluations. Topics include refractometry and retinoscopy, ophthalmic photography, applanation tonometry, and advanced clinical assessments. An overview of standardized tools prevalent in the field will be covered.

OPTS 2531 Advanced Ophthalmic Dispensing
(5-1) (5 credits)
Advanced study of the procedures necessary to dispense eyeware. Topics include lens aberrations, magnification, tilt, reflection, absorption and transmission, advanced lens materials, high-powered prescription considerations, and partial vision.

Visit our Web site @
www.tjc.edu or
call **1–800–687–5680**

Welding Technology

WLDG 1313 Introduction to Blueprint Reading for Welders (3-0) (3 credits)
A study of industrial blueprints. Emphasis placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards. Also includes interpretation of plans and drawings used by industry to facilitate field application and production.

WLDG 1327 Welding Codes (2-2) (3 credits)
An in-depth study of welding codes and their development in accordance with structural standards, welding processes, destructive and nondestructive test methods.
Prerequisite: Department chair approval

WLDG 1380 Cooperative Education—Welding Technology/Welder (1-20) (3 credits)
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the College, employer, and student. Under the supervision of the College and the employer, the student combines classroom learning with work experience. Includes a lecture component.
Prerequisite: Department chair approval

WLDG 1412 Introduction to Flux Cored Welding (FCAW) (2-6) (4 credits)
An overview of terminology, safety procedures, and equipment set-up. Practice in performing T-joints, lap joints, and butt joints using self-shielded and gas-shielded electrodes.

WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW) (2-6) (4 credits)
An introduction to shielded metal arc welding process. Emphasis placed on power sources, electrode selection, oxy-fuel cutting, and various joint designs. Instruction provided in SMAW fillet welds in various positions.

WLDG 1430 Introduction to Gas Metal Arc Welding (GMAW) (2-6) (4 credits)
A study of the principles of gas metal arc welding, setup and use of Gas Metal Arc Welding (GMAW) equipment, and safe use of tools/equipment. Instruction in various joint designs.

WLDG 1434 Introduction to Gas Tungsten Arc Welding (GTAW) (2-6) (4 credits)
An introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment, and safe use of tools and equipment. Welding instruction in various positions on joint designs.

WLDG 1435 Introduction to Pipe Welding (2-6) (4 credits)
An introduction to welding of pipe using the shielded metal arc welding process (SMAW), including electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 1G and 2G using various electrodes.
Prerequisite: WLDG 2443

WLDG 1453 Intermediate Layout and Fabrication (4-1) (4 credits)
An intermediate course in layout and fabrication. Includes design and production of shop layout and fabrication. Emphasis placed on symbols, blueprints, and written specifications.
Prerequisite: WLDG 1313

WLDG 1457 Intermediate Shielded Metal Arc Welding (SMAW) (2-6) (4 credits)
A study of the production of various fillets and groove welds. Preparation of specimens for testing in all test positions.
Prerequisite: WLDG 1428

WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW) (2-6) (4 credits)
Advanced topics based on accepted welding codes. Training provided with various electrodes in shielded metal arc welding processes with open V-groove joints in all positions.
Prerequisite: WLDG 1457

WLDG 2447 Advanced Gas Metal Arc Welding (GMAW) (2-6) (4 credits)
Advanced topics in Gas Metal Arc Welding (GMAW). Includes welding in various positions and directions.
Prerequisite: WLDG 1430

WLDG 2451 Advanced Gas Tungsten Arc Welding (GTAW) (2-6) (4 credits)
Advanced topics in GTAW welding, including welding in various positions and directions.
Prerequisite: WLDG 1434

WLDG 2453 Advanced Pipe Welding (2-6) (4 credits)
Advanced topics involving welding of pipe using the shielded metal arc welding (SMAW) process. Topics include electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes.
Prerequisite: WLDG 1435

Visit the TJC Web site @ www.tjc.edu

Who We Are

Executive Officers

L. Michael Metke
President
Certificate, Fox Valley Technical College
B.A., M.S., University of Wisconsin - Oshkosh
Ed.D., University of Houston

Homer M. "Butch" Hayes
Provost
B.S., M.S., Northern Illinois University
Ph.D., University of Texas - Austin

Johnny M. Moore
Vice President, Student Affairs
B.S., Philander Smith College
M.S., Arkansas State University
Ph.D., Florida Institute Of Technology

Kimberly A. Russell
Vice President, Advancement/External Affairs
B.A., University of North Texas
M.A., University of North Texas
Ed.D., University of North Texas

Sarah E. Van Cleef
Vice President, Business Affairs/Chief Financial Officer
B.S., University of Houston - Clearlake
Certified Public Accountant, State of Texas

Administrative Staff

Jan Adams
Director, Academic Advising
A.A., Tyler Junior College
B.B.A., M.S., University of Texas - Tyler

Lee R. Allard
Director, Institutional Research
B.A., University of Dallas
M.A., M.T.S., Vanderbilt University
M.S., Ph.D., University of Texas at Dallas
M.S., University of Cincinnati

W. Clayton Allen
Dean, Professional and Technical Programs
A.S., Kilgore College
B.S., M.S., Ed.D., Texas A&M University - Commerce

D. Mitch Andrews
Director, Principal Gifts
A.A., Tyler Junior College
B.F.A., University Of Mississippi

Joan H. Andrews
Director, Annual Giving
A.A., Tyler Junior College
B.F.A., University Of Mississippi
M.A., University of Texas - Tyler

Cynthia K. Baker
Director, Family Learning Center
B.S., Texas Tech University

Ishmael J. Benjamin
Assistant Director, Student Life and Involvement
B.S., M.S., University of Texas - Tyler

Betty S. Briggs
Director, Alumni Affairs
A.A., Tyler Junior College
B.S., M.S., University of Texas - Tyler

Shelby D. Brown
Director, Advancement Operations
B.B.A., Angelo State University

DeVonne Cagle
Manager, Benefits and Compensation

Shelley L. Caraway
Interim Dean, Liberal Arts and Sciences
B.A., M.A.I.S., University of Texas - Tyler

Michael M. Caruso
Director, Purchasing and Contracts
B.A., M.B.A., Philadelphia University

Janna L. Chancey
Executive Director, Enrollment Management Services
B.F.A., Sam Houston State University
M.S., University of Texas - Tyler

Julie A. Clark
Manager, Records and Compliance
A.A., Tyler Junior College

Ken Craver
Director, Distance Education
A.S., Kilgore College
M.S., Stephen F. Austin State University
B.A., Texas A&M University

Timothy S. Drain
Director, Intercollegiate Athletics
B.S., M.S., Ph.D., Texas A&M University

Candice K. Dyson
Outreach Services Librarian
M.S., Sam Houston State University
B.S., University of Texas - Tyler

S. Kevin Fowler
Executive Director, Human Resources
A.S., Trinity Valley Community College
B.B.A., Texas A&M University - Commerce
M.S., University of Texas - Tyler

Paul A. Goertemiller
Director, Testing/Career Services
B.A., M.Ed., University of North Texas

Teressa Green
Database Administrator, Information Technology
A.A.S., Tyler Junior College
B.A.A.S., M.S., University of Texas - Tyler

Lisa M. Harper
Dean, Academic Foundations
B.A., University of Texas - Dallas
M.A., Southeastern Louisiana University

Nidia Hassan
Director, Admissions and Dual Credit
A.A., Tyler Junior College
B.B.A., University of Texas - Tyler

Carol A. Hutson
Controller
B.B.A., University of Texas - Tyler
Certified Public Accountant, State of Texas

Robin S. Insalaco
Acquisitions/Archives Librarian
B.S., Michigan State University
M.A.I.S., University of Oklahoma - Norman

Marian D. Jackson
Director, Library Services
A.A., Tyler Junior College
B.S., Texas A&M University - Commerce
M.S., University of North Texas

Thomas A. Johnson
Executive Director, Security and Public Service Careers
A.A., Angelina College
A.A.S., Houston Community College
B.S., M.S., Sam Houston State University
Ed.D., Texas Southern University

Kevin R. Jones
Project Supervisor, Maintenance

Mary Diana Karol
Business Manager, Auxiliary Services
B.F.A., Texas Christian University

William L. King
Executive Director, Facilities and Construction
B.S., Texas A&M University
M.B.A., Stephen F. Austin State University

Annie Lan
Coordinator, Career Services
A.A., Tyler Junior College
B.S., M.S., Texas A&M University - Commerce

Ashleigh B. Lewis
Director, First Year Experience
A.A., Tyler Junior College
B.S., University of Texas - Tyler

Andrea H. Liner
Registrar
B.S., Texas A&M University

Robert S. Mahon
Director, Ornelas Health and Physical Education Center
B.A., M.Ed., Eastern Oregon State College

Ellen Matthews
Executive Assistant, President/Board of Trustees
A.A., Tyler Junior College

Molly McCoy
Assistant Director, Institutional Effectiveness
B.F.A., University Of South Dakota
M.M., University of North Texas
D.M.A., University of Texas - Austin

Randal M. Melton
Director, Campus Safety
A.A., Tyler Junior College
B.S., M.S., University of Texas - Tyler

Larry D. Mendez
Chief Information Officer
A.A.S., Tyler Junior College
B.B.A., Le Tourneau University
M.B.A., American Intercontinental University

Paul R. Monagan
Dean, Nursing and Health Sciences
A.A.S., State University of New York - Upstate Medical University
B.S., State University of New York - Empire
M.Ed., North Carolina State University

Vincent V. Nguyen
Director, Student Life and Involvement
A.A., Tyler Junior College
B.A., University of Texas - Tyler

Angela K. Nunez
Director, Residential Life
B.S., Stephen F. Austin State University

Jeffrey J. Parks
Associate Dean, Industry and Technologies
A.A.S., Northeast Community College
B.S., Wayne State University
M.S., University of Texas - Tyler
ASE Master Certification

Fred M. Peters
Director, Marketing and Public Affairs
B.S., John Brown University
M.S., University of Texas - Tyler

Leif E. Pierson
Reference/Serials Librarian
B.A., Mercer University
M.A., Abilene Christian University
M.A., Texas Tech University
M.S., University of North Texas

Donald W. Proudfoot
Director, Small Business Development Center
B.A., University of Texas - Tyler
B.A., West Virginia University

Margaret M. Rapp
Counselor/ADA Student Coordinator
B.A., Vanderbilt University
M.Ed., Vanderbilt University
Licensed Professional Counselor

Joel D. Renaud
Business Intelligence Manager
B.S., University of Texas - Arlington
M.B.A., University of Texas - Tyler

Cheryl L. Rogers
Executive Director, Institutional Effectiveness, Planning and Research
B.M., University of North Texas
M.A., Stephen F. Austin State University
Ed.D., Texas A&M University - Commerce

Doris W. Sharp
Director, College Tech Prep
A.A.S., Alvin Community College
B.S., M.S., University of Texas - Tyler

Aubrey D. Sharpe
Dean, Continuing Studies/Executive Administrator, West Campus and TJC Lindale
B.A., East Texas Baptist University
M.A., M.Div., Southwestern Baptist Theological Seminary
Ed.D., University of North Texas

Carl E. Shotts
Director, Technology Services
A.A.S., Tyler Junior College
B.B.A., Southern Arkansas University

Marvin Lindsay Sneed
Director, Budget and Sponsored Programs
B.B.A., Texas A&M University

Ryan T. Soward
Web Developer, Information Technology
B.S., Purdue University
M.B.A., American Intercontinental University

Becky J. Spray
Assistant Dean, Continuing Studies
B.A., University of Nevada - Las Vegas
M.P.A., University of Nevada - Las Vegas

Heather M. Stokke
Site Director, TJC Lindale
B.S., Stephen F. Austin State University
M.S., Amberton University

Tony H. Tadasa
Director, Tyler Area Business Incubator
B.S., Stephen F. Austin State University

Robby L. Underwood
Director, Environmental Health and Safety Compliance
B.S., University of Texas - Tyler

Lenny K. Vaughan
Coordinator, Helpdesk Services, Information Technology

Devon Wiggins
Director, Financial Aid
A.A., Tyler Junior College
B.B.A., University of Texas - Tyler

Damien N. Williams
Director, Student Judicial Programs/ Support Services
B.A., M.A., Dallas Baptist University

Molly Williams
Manager, Financial Aid
B.S., M.S., University of Texas - Tyler

Tracey J. Williams
Tutor Coordinator/Learning Specialist
A.A., Central Texas College
B.S., Kansas State University
M.A., University of Texas - Tyler
Licensed Professional Counselor

George Wilson
Director, Application/Multimedia Services
B.S., University of Texas - Tyler
M.Ed., Ed.D., Texas A&M University - Commerce

Denny K. Yarbrough
Coordinator, Registrar Records/State Reports
A.A.S., Tyler Junior College

Professional Staff

Loretta R. Allen
Biology Laboratory Specialist
A.A., Tyler Junior College

Kimberly L. Aragon
Financial Aid Specialist
B.A., Austin College

Allen R. Arrick
Graphic Designer/Photographer
B.S., University of Texas - Tyler

Stephanie L. Arriola
Academic Advisor
B.S., University of Texas - Tyler

Christina A. Balduf
Biology Laboratory Specialist
A.A., Tyler Junior College
B.A., University of North Texas

Dana D. Ballard
Assistant Director, Campus Services
Certificate, Court Reporting Institute of Dallas

Christopher W. Bannon
Help Desk Specialist, Information Technology
A.A., Tyler Junior College

Paula D. Bartley
Biology Laboratory Specialist
B.S., Texas A&M University

Ross W. Bateman
PC/LAN Specialist, Information Technology
B.S., Texas Christian University

Wendy G. Beckham
Biology Laboratory Specialist
B.S., Stephen F. Austin State University

Rebecca S. Bell
Graphic Designer
A.A., Tyler Junior College

Bruce J. Bevers
Academic Advisor, Athletics
B.A., M.A., Chadron State College

Katherine C. Birmingham
Help Desk Specialist, Information Technology
A.A.S., Tyler Junior College

Katherine H. Blair
Help Desk Specialist, Information Technology
A.A., Kilgore College
B.A.A.S., M.S., University of Texas - Tyler

Jaquitta Bol
Student Success Coordinator, Academic Foundations

Kelly C. Boucher
Biology Laboratory Specialist
B.S., University of Texas - Tyler

Judie D. Bower
Manager, Sales and Marketing, Continuing Education
A.A., Tyler Junior College
B.B.A., Texas A&M University

Ashton L. Brown
Admissions Recruiter
A.A., Tyler Junior College
B.A., Texas A&M University

Brenda L. Brungot
College Preparatory Advising Specialist

Christopher S. Clark
Academic Advisor
A.A., Tyler Junior College
B.A., Stephen F. Austin State University

Cody D. Coe
Dual Credit, Admissions Recruiter
A.A., Tyler Junior College
B.S., Stephen F. Austin State University

Michael H. Collins
Coordinator, Veteran Affairs/Admissions Recruiter
B.B.A., University of Northern Colorado
M.A., Webster University

John-Paul E. Connell
Red Shirt Program Specialist, Tennis
A.A., Tyler Junior College
B.A., Texas A&M University

Thomas E. Coverdale
Assistant Coach, Men's Basketball
B.S., Indiana State University

Brian L. Cox
PC/Lan Specialist, Information Technology
A.S., Tyler Junior College

Vera A. Cross
Senior Program Analyst, Information Technology
A.A.S., Tyler Junior College

Carla B. Curtis
Program Development Manager, Continuing Education
B.S., Baylor University
M.B.A., University of Texas - Tyler

Alexis Davis
Academic Advisor
A.A., Tyler Junior College
B.A., University of Texas - Tyler

Rebecca S. Davis
Academic Advisor
A.A.S., Tyler Junior College
B.S., University of Texas - Tyler

Jeffery W. Dawson
Media Systems Specialist
A.A.S., Tyler Junior College

Brittany R. Dickey
Admissions Recruiter
A.A.S., Tyler Junior College
B.A., Stephen F. Austin State University

Tina L. Dillman
Deaf Student Interpreter Coordinator
A.A.S., Tyler Junior College
B.A.A.S., University of Texas - Tyler
M. Ed., University of Phoenix
Certified Interpreter

Ryan M. Dixon
Media Distribution Specialist
A.A.S., South Plains College

Eva C. Dodson
Biology Labaoratory Specialist
B.S., University of Louisiana
M.S., University of Louisiana

John L. Dougay
Library Automation Technician
A.A., McNeese State University

Jordan S. Elbert
Admissions Recruiter
A.A., Tyler Junior College
B.A., Wichita State University

C. Christy Evans
Apache Belles Assistant
B.S., University of Louisiana
M. Ed., University of Texas - Tyler

Robert A. Ferguson
Red Shirt Program Specialist, Football
B.S., Texas A&M University

Michelle Frankenberger
Registrar Research Coordinator and Records Management
A.S., Kilgore College
B.A.A.S., University of Texas - Tyler
M.S., Capella University - Minnesota

Elizabeth Fullerton
Instructional Designer/Learning Management Systems Administrator
A.A.S., Tyler Junior College
B.S., Le Tourneau University

Kyle W. Garvin
PC/LAN Specialist, Information Technology
A.A.S., Texas State Technical College

Bradley A. Gifford
Career/Transfer Advisor, TRiO Program, Support Services
A.S., Paris Junior College
B.S., Texas A&M University

Michael P. Gill
Help Desk Specialist, Information Technology
A.A.S., Tyler Junior College

Travis A. Gray
Assistant Trainer, Intercollegiate Athletics
A.S., Howard College
B.S., Midwestern State University

Katie L. Hall
Coordinator of Scholarships
A.A., Tyler Junior College
B.S., University of Texas - Tyler

Christopher D. Handy
Red Shirt Program Specialist, Soccer
A.A., Tyler Junior College
B.S., Florida International University
M. Ed., University of Texas - Tyler

Aukse Harris
Assistant Director, Residential Life
B.S., Abilene Christian University

Elizabeth Ashley Hass
Grant Accountant

Lori E. Havard
Ornelas Area Coordinator, Residential Life

D. Renee Hawkins
Project Coordinator, TRiO, Support Services
B.S., Texas Tech University
M.A., University of New Mexico

William H. Hering
Assistant Coach, Baseball
A.A., Weatherford College
B.S., Texas A&M University

James W. Hilgeman
Computer Specialist, Registration/Records
A.A., El Camino College

Terrance Peter L. Hopkins
Red Shirt Program Specialist, Football
A.A., Tyler Junior College
B.S., Sam Houston State University

Zachary M. Houchin
Head Coach, TJC Cheerleaders
B.A., University of Oklahoma - Norman

Neena S. Keelin
Biology Laboratory Specialist
B.S., M.Ed., M.S., Rani Durgavati University

Michele L. Knox
Data/Grant Coordinator, Perkins Grant and Adult Student Services
A.A., Tyler Junior College

Sheriff Kora
Program Analyst/Web Programmer, Information Technology
Diploma, Navarro College
B.S., University of Texas - Tyler

Kevin Lampin
Facilities Maintenance Superintendent

Anthony A. Lewis
Red Shirt Program Specialist, Football
B.S., Texas A&M University

Kristen K. Magnuson
Coordinator, Gift Processing and Stewardship
A.A., Tyler Junior College
B.S., Texas A&M University

Stephanie D. Mayo
Coordinator, Dual Credit
A.A., Tyler Junior College
B.B.A., Stephen F. Austin State University

Jeremy P. Medley
Program Development Manager, Corporate Services
A.A., Tyler Junior College

Amanda R. Miksovsky
Report Writer, Information Technology

Sara N. Miller
Academic Advisor
A.A., Tyler Junior College
B.S., University of Texas - Tyler

Tammy D. Minton
Financial Aid Officer

Elise Mullinix
Assistant Director, Marketing and Public Affairs
B.A., Stephen F. Austin State University

Michael O. Owens
Network Administrator, Information Technology
A.A.S., Tyler Junior College

Katherine E. Patterson
Academic Advisor
B.S., Lamar State College - Port Arthur
M.S., University of Texas - Tyler

Evelyn K. Permenter
Academic Advisor
A.A., Tyler Junior College
B.S., University of Texas - Tyler

Justin W. Permenter
Coordinator, International Student Admissions/Admissions Recruiter
B.A., Baylor University

Daniel Pippin
Grants and Sponsored Research Specialist
A.A.S., Northeast Texas Community College
B.S., University of Texas - Tyler

Meredith L. Prior
Academic Advisor
A.A.S., Texas State Technical College
B.F.A., Stephen F. Austin State University

Courtney G. Pruitt
Assistant Coach, Women's Basketball
A.S., Lon Morris College
B.S., Newberry College
M. Ed., Stephen F. Austin State University

Patti A. Ramey
Housing Placement Coordinator, Residential Life
B.A., Oklahoma State University
B.A., Texas State University
M. Ed., University of South Carolina

Nancy Rangel
Program Development Manager, Community Services
B.B.A., University of Texas - Tyler

Pamela JK Rathbun
Graphic Projects Manager

Carrie E. Rehman
Transcript Evaluator
B.A., University of Texas - Austin

Terry W. Rhame
Supervisor, Central Plant/Energy Management
A.A.S., Tyler Junior College

Vance T. Richardson
Ornelas Area Coordinator, Residential Life
A.A., Tyler Junior College

Rose M. Roberson
Transcript Evaluator
A.A., Tyler Junior College
B.B.A., University of Texas - Tyler
M.B.A., Walden University

Gregory D. Roberts
Program Analyst, Information Technology
A.A.S., Francis Tuttle Technical Center

Anthony Robinson
Academic/Retention Specialist,TRiO Program, Support Services
A.A., Tyler Junior College
B.A., Stephen F. Austin State University

Alfonso Rodriguez
Supervisor, Electrical Facilities Maintenance

Ricky G. Russ
Assistant Database Administrator, Information Technology
B.A., East Texas Baptist University
M.A., Southwestern Baptist Theological Seminary
Ph.D., New Orleans Baptist Theologicaal Seminary

Anthony Sanders
PC/LAN Specialist, Information Technology

Mickey Showers
Systems Administrator, Information Technology
B.S., Fort Hays State University

Charles N. Smith
Assistant Director, Intercollegiate Athletics
A.A.S., Air University
B.S., Texas A&M University

Debra L. Smith
Student Accounts Receivable Supervisor
A.A., Tyler Junior College

Lillian D. Smith
Library Catalog Manager

Perry L. Smith
Counselor, SBDC
B.S., Centenary College of Louisiana

Tracy L. Strickland
Program Analyst, Information Technology
A.A.S., Tyler Junior College

Kimberly M. Sulser
Assistant Director, Campus Services
A.A., Tyler Junior College
B.A., M.A., University of Texas - Tyler

Lauren L. Tyler
Academic Advisor
B.A., Stephen F. Austin State University

Ijeoma C. Unegbu
Coordinator, Professional Development
A.A., Tyler Junior College
B.A., University of Texas - Arlington

Schuyver Terri Van
Biology Laboratory Specialist
B.S., University of Texas - Tyler

Silvana S. Vierkant
Academic Advisor
A.A., Tyler Junior College
B.A., M.A., University of Texas - Tyler

Janet V. Watts
Institutional Effectiveness Specialist and Survey Manager

Sheree C. Webb
Instructional Designer, Distance Education
B.A., Texas Tech University
M.A., University of North Texas

Phillip A. Weber
Supervisor, Landscaping and Grounds

Casey L. Wells
Financial Aid Officer/Loans

Kristin C. Williams
Information Technology Training Coordinator
B.A., Radford University

Betty S. Willis
Testing Center Manager
A.A.S., Tyler Junior College

Karen W. Wynne
Biology Laboratory Specialist
B.S., Texas State University

Carol R. Young
Accountant
B.B.A., Stephen F. Austin State University
B.B.A., University of Texas - Tyler

John D. Young
PC/LAN Specialist, Information Technology
A.A., A.A.S., Kilgore College

Full-Time Professors

Mary Adams
Professor, English
A.A., Tyler Junior College
B.S., Texas A&M University - Commerce
M.L.A, Southern Methodist University

David L. Alger
Professor, Computer Information Systems/ Gaming and Simulation Development
B.S., University of Maryland
M.S., Johns Hopkins University

Mir Z. Alikhan
Professor, Automotive Technology
A.A.S., Tarrant County Junior College
B.A., University of North Texas
ASE-Master, National Institute of Auto Service Excellence

Cindy L. Allen
Professor, Reading/College Preparatory Studies
B.S., University of Texas - Tyler

Billie F. Anderson
Professor/Department Chair, Mathematics/College Preparatory Studies
B.S., M.Ed., University of Texas - Tyler

Karen L. Anglin
Professor, Mathematics/College Preparatory Studies
B.S., Tarleton State University
M.S., Texas A&M University

Dijana Armstrong
Professor, Mathematics/College Preparatory Studies
A.A., Tyler Junior College
B.A.A.S., M.S., The University of Texas - Tyler

Marygwen Arnold
Professor, English
A.S., Tyler Junior College
B.S., M.A., M.Ed., The University of Texas - Tyler

Kerry M. Baham
Professor, Music
B.M., Southeastern Louisiana University
M.M., University of North Texas

Jennifer Bailey
Professor, Dance/Director, TJC Academy of Dance/Division Director, Fine and Performing Arts
B.A., La Roche College

Bryan A. Baker
Professor, Welding/Department Chair, Industrial Trades
A.A.A.S., Eastfield College
B.S., M.Ed., University of North Texas
Welding Educator, American Welding Society

Catherine M. Baker
Professor/Department Chair, Medical Laboratory Technology
B.S., University of Texas - Arlington
M.A., Midwestern State University

Lisa A. Baker
Professor, Medical Laboratory Technology
B.S., University of Texas - Tyler

Lethan A. Barnes
Professor, English
B.S., Texas A&M University
M.A., Texas A&M University
Ed.D., Texas A&M University - Commerce

Judith B. Bateman
Professor, English
B.A., Baylor University
M.A., The University of Texas - Tyler
M.L.A, Southern Methodist University

Karen L. Beck
Professor, English
B.A., M.A., University of Texas - Tyler

Mindy R. Bell
Clinical Professor, Radiologic Technology
A.A.S., Tyler Junior College

Linda K. Bellington
Professor, Mathematics/College Preparatory Studies
B.S., Texas A&M University

Holli Benge
Professor/Coordinator, Vocational Nursing Education(Lindale)
Certificate, A.A., Tyler Junior College
B.S.N., M.S.N., The University of Texas - Tyler

James G. Betts
Professor, Biology
B.S., Stephen F. Austin State University
M.S., Ph.D., Texas A&M University

Rebecca Bibby
Professor, Home Economics
B.S., M.S., Stephen F. Austin State University

Donald L. Blaine
Professor, Business Management
B.B.A., Stephen F. Austin State University
M.B.A., The University of Texas - Tyler

Roger C. Blake
Professor, Mathematics/College Preparatory Studies
A.A.S., Texas State Technical College
B.S., Texas A&M University
M.A., California State University
M.S., Montana State University

Eric J. Boettcher
Professor, Engineering Design Technology
B.S., M.S., Wayne State College

James L. Bolin
Professor, Computer Information Systems
B.S., Texas A&M University
M.S., The University of Texas - Tyler

Nancy M. Boone
Professor, Vocational Nursing Education
B.S.N., University of Texas - Tyler

Janet K. Booth
Professor, Medical Office Management
A.A.S., Tyler Junior College
B.S., Texas A&M University

Traci L. Borum
Professor, English
B.A., Dallas Baptist University
M.Ed., University of Mary Hardin-Baylor

John C. Boucher
Professor, Biology
Ph.D., University of Michigan

Jan J. Boyd
Professor, Mathematics/College Preparatory Studies
B.A., University of Texas - Austin

Jane K. Brach
Professor, Biology
B.S., State University of New York at Albany
M.S., University of Miami

Howard E. Branum
Professor/Division Director, Chemistry/ Engineering /Mathematics/Physical Sciences
B.S., Stephen F. Austin State University
M.Ed., Stephen F. Austin State University

Caron K. Breckel
Professor, Health Information Technology
A.A.S., Wharton County Junior College
B.S., The University of Texas Medical Branch

David G. Briscoe
Professor, Automotive Technology/High School Coordinator
A.A.S., Brookhaven College
ASE-Master, National Institute of Auto Service Excellence

Gloria Brooks
Professor, English
B.A., East Texas Baptist University
M.A., Stephen F. Austin State University

Lynn L. Brooks
Professor, Computer Information Systems
A.A., Tyler Junior College
B.S., M.S., The University of Texas - Tyler

Robert L. Brooks
Professor, Geography and History
A.A., Alvin Community College
B.A., M.A., University of Houston - Clearlake

Pamela J. Brower
Professor/Department Chair, Diagnostic Medical Sonography
B.S., Nova Southeastern University
Respiratory Care Practitioner, Texas Deptartment of Health
Registered Vascular Technologist, American Registry of Diagnostic Medical Sonography

Joan S. Bruckwicki
Professor, English/Assistant Department Chair, English Language Studies
B.A., M.Ed., Stephen F. Austin State University

Phyllis W. Brunner
Professor/Department Chair, Respiratory Care
A.S., Delgado Community College
B.S., University of Texas - Permian Basin

Paula H. Buck
Professor, English
B.A., Texas A&M University - Kingsville
M.A., Stephen F. Austin State University

Beverly L. Bugay
Professor, Business Management
B.S., M.S., University of Texas - Tyler

Billy F. Byrd
Professor, InternetworkingTechnology/ Desktop Support
A.S., Grossmont College
B.A., San Diego State University

Goldie Byrd
Clinical Professor, Radiologic Technology
A.S., Kettering College of Medical Arts

Noamie R. Byrum
Professor, English
B.A., M.A., Stephen F. Austin State University

Jacob M. Cabrera
Professor, Vocational Nursing Education
Diploma, Covenant College

Jack R. Caddell
Professor/Co-Department Chair, Health and Kinesiology
A.A.S., Eastfield College
B.A., M.A., Prescott College
M.Ed., Texas A&M University

Linda Caldwell
Professor, Associate Degree Nursing
A.A.S., Grayson County College
B.S.N., M.S.N., The University of Texas - Tyler

Casey R. Callender
Professor, Gaming and Simulation Development
A.A., Tyler Junior College
B.F.A., M.A., M.F.A., Stephen F. Austin State University

Amanda S. Campbell
Professor, Associate Degree Nursing
B.S.N., University of Texas - Tyler
M.B.A., Texas Woman's University

William S. Campbell
Professor/Managing Director, Law Enforcement Academy
B.A., M.L.A., Dallas Baptist University
M.S., Texas A&M University - Commerce

Patty Casey
Professor, English/College Preparatory Studies
A.A., Tyler Junior College
B.S., The University of Texas - Tyler

M Carroll Cassel
Professor, Business Management
B.B., Stephen F. Austin State University
M.B.A., Texas A&M University - Commerce

Anna M. Casstevens
Professor, Education
B.S., M.Ed., Texas A&M University - Commerce

Cathryn Cates
Professor, Biology
B.A., B.S., University of Texas - Austin
M.S., The University of Texas - Tyler

Christopher L. Chappa
Professor, Mathematics/College Preparatory Studies
B.S., Centenary College of Louisiana
M.S., University of Louisiana - Lafayette

Suzanne M. Cheeseman
Professor, Associate Degree Nursing
M.S., Texas Woman's University

Ginger G. Christiansen
Professor, Associate Degree Nursing
Certificate Vocational Nursing, Tyler Junior College
B.S.N., M.S.N., The University of Texas - Tyler

Steven C. Clements
Professor, Health and Kinesiology/Men's Soccer Coach
B.S., Mississippi State University

Larry Cook
Professor/Coordinator, Chemistry Laboratory
B.S., Midwestern State University
M.S., Stephen F. Austin State University

Karen D. Cooper
Professor, Associate Degree Nursing
A.A.S., Paris Junior College
B.S.N., M.S.N., The University of Texas - Tyler

Kirby L. Cotter
Professor, Automotive Technology
Certificate, Grayson County College
A.A.S., Brookhaven College
ASE-Master, National Institute of Auto Service Excellence

Charles E. Cowell
Professor, Computer Information Systems
A.A.S., Tyler Junior College
B.A.A.S., M.S., The University of Texas - Tyler

Marilyn K. Craig
Professor, Respiratory Care
Certificate, B.S., Lamar University
M.S., California College for Health Sciences

David W. Crawford
Professor, Theatre
A.A., Tyler Junior College
B.S., University of North Texas
M.S., Stephen F. Austin State University
Ph.D., Texas Tech University

Shannon Cross
Professor, History
B.A., Texas A&M University - Commerce
M.A., University of Northern Colorado
M.A., The University of Texas - Tyler

Shelley Cross
Professor, Business Administration
B.S., M.S., University of Texas - Dallas

Gigi Delk
Professor, Computer Information Systems/ Gaming and Simulation Development
B.B.A., Southern Arkansas University
M.S., Texas A&M University - Commerce

Charlotte K. Devereux
Professor/Department Chair, Vocational Nursing Education
Certificate Vocational Nursing, Tyler Junior College
B.S.N., The University of Texas - Tyler
M.S., California College for Health Sciences

Deborah Donahue
Professor, Emergency Medical Service Professions
A.A., A.A.S., Tyler Junior College

Karan W. Dublin
Professor, Associate Degree Nursing
A.A., A.S., Tyler Junior College
B.S.N., M.Ed., The University of Texas - Tyler

Matthew D. Duncan
Professor, Computer Information Systems
B.S., M.S., University of North Texas

Jerry D. Eastman
Managing Director, Fire Protection Technology
A.A.S., Tyler Junior College

Spencer W. Ellison
Professor, Public Administration
B.A., University of Louisiana
M.A., Webster University

Gabriel K. Emmons
Professor, Welding
A.A.S., Tyler Junior College

James A. Farley
Professor, Vocational Nursing Education
B.S.N., McNeese State University

Rebecca F. Faulds
Professor, Speech/Theatre
A.A., Tyler Junior College
B.A., Dallas Baptist University
M.A., The University of Texas - Tyler

Robyn Files
Professor, Mathematics
B.A., Austin College
M.A., Southern Methodist University

Michael A. Fitzpatrick
Professor, English
B.A., M.A., Virginia Polytechnic Institute

Rebecca L. Foster
Professor, Sociology/Psychology
B.A., M.Ed., Stephen F. Austin State University

David K. Funk
Professor, Art
A.A.S., Saint Louis Comunity College
B.F.A., Southern Illinois University
M.F.A., Utah State University

Cynthia J. Gaddis
Professor, Mathematics/College Preparatory Studies
A.A.S., Kilgore College
B.S., Stephen F. Austin State University
M.Ed., The University of Texas - Tyler

Lindsey A. Gainer
Professor, Medical Office Management/ Business Management
A.A., Pensacola Junior College
B.S., Texas A&M University
M.B.A., Le Tourneau University

Cathy D. Garcia
Professor/Coordinator, Associate Degree Nursing
B.S.N., Southeastern Louisiana University
M.S.N., The University of Texas - Tyler

Richard P. Garrett
Professor, Computer Information Systems
A.A.S., Middlesex County College
B.A., Rutgers University
M.S., Stevens Institute of Technology

Randolph D. Garvin
Professor, Computer Information Systems
B.S., University of Oklahoma
M.A., Webster University

Linda J. Gary
Professor, English
B.A., M.A., Ph.D., University of Texas - Dallas

Timothy C. Gill
Professor, Computer Information Systems/ Department Chair, Computer Information Systems/Engineering Design Technology
B.A., Johnson State College
M.S., University of Colorado

Tracy D. Gould
Professor, Vision Care Technology/Health Information Technology
B.S., Stephen F. Austin State University

Lynn D. Gray
Professor, Biology
B.S., M.S., Stephen F. Austin State University
Ph.D., Texas A&M University

Steve E. Green
Professor, Mathematics
B.S., Texas A&M University - Commerce
M.S., Texas A&M University - Commerce

Pamela S. Gregory
Professor, Biology
A.A., Tyler Junior College
B.S., M.S., Stephen F. Austin State University

Jonathon J. Groth
Professor, Health and Kinesiology
A.A., Cuyahoga Community College
B.S., University of New Orleans
M.Ed., Georgia Southern University
Ph.D., Texas A&M University

Janet K. Haley
Professor, Associate Degree Nursing
A.D.N., Cameron University
B.S.N., M.S.M., University of Texas - Arlington

Sarah Harrison
Professor, English/Department Chair, English Language Studies
A.A., Kilgore College
B.A., M.A., Texas A&M University - Commerce

Joy F. Hasley
Professor, Mathematics
B.A., Texas Woman's University
M.A., Miami University

Tamara B. Haynes
Professor, Graphic Design/Photography
A.A.S., Tyler Junior College
B.S., The University of Texas - Tyler

John Hays
Professor, Spanish/Department Chair, Foreign Language
B.A., Stephen F. Austin State University
M.A., University of Houston

Carolyn Hendon
Professor, English
B.A., University of Oklahoma
M.S., Illinois State University

Debra J. Henson
Professor, Diagnostic Medical Sonography
Certificate, A.A.S., Tyler Junior College

Jay W. Herington
Professor, Biology/Coordinator, Biology Laboratory
A.S., South Plains College
B.S., Texas Tech University
M.S., West Texas A&M University

Desha S. Hill
Professor, English/College Preparatory Studies
Certificate, University of Texas - Pan American
B.A., Sul Ross State University

Dometrius Hill
Professor, Mathematics/College Preparatory Studies
B.A., Prairie View A&M University
M.S., Troy State University

Jessica A. Hill
Professor/Coordinator, Vocational Nursing Education
A.A.S., Tyler Junior College

Laura L. Hill
Professor, Sign Language
B.S., Texas Woman's University
M.S., Texas Woman's University
Certified Interpreter, Texas Commission for the Deaf and Hard of Hearing

Lee Nell W. Hill
Professor, English/College Preparatory Studies
B.A., University of Arkansas - Pine Bluff
M.A., Texas A&M University - Commerce

M'Liss Hindman
Professor, Speech
B.A., Texas Tech University
M.A., University of Houston

Carrie L. Hobbs
Professor/Department Chair, Dental Hygiene
A.A.S., Tyler Junior College
B.S., M.Ed., The University of Texas - Tyler

Elizabeth K. Hobbs
Professor, Associate Degree Nursing
B.S.N., East Texas Baptist University
M.B.A., M.S.N., The University of Texas - Tyler

James L. Hobbs
Professor, Computer Information Systems
A.A., Schreiner College
B.A., Texas A&M University
M.S., Texas A&M University - Commerce

Iris E. Hobson
Professor, Associate Degree Nursing
A.A.S., Mercer County Community College
B.S.N., Thomas A. Edison State College
M.S., Columbia Southern University
Certificate, Fairleigh Dickinson University
Advanced Certificate, University of Texas - El Paso

James T. Hooten
Professor, Physics/Director, Hudnall Planetarium
B.S., Texas A&M University - Commerce
M.S., Vanderbilt University

Byron E. Howell
Professor, Chemistry/Coordinator, South Central Regional Microscale Chemistry Center
B.S., Hardin-Simmons University
M.S., The University of Texas - Tyler
Ed.D., Texas A&M University - Commerce

Lillian D. Hudson
Professor, Associate Degree Nursing
A.D.N., McLennan Community College
B.S.N., University of Mary Hardin-Baylor
M.S.N., The University of Texas - Tyler

Rebecca A. Huffman
Professor, Mathematics/College Preparatory Studies
A.A.S., Kilgore College
B.S., The University of Texas - Tyler

Jacob L. Huval
Professor, English
B.A., M.A., Texas A&M University

Jeanne E. Ivy
Professor, Psychology
A.A., Tyler Junior College
B.A., Stephen F. Austin State University
M.S., The University of Texas - Tyler
Licensed Psychological Associate, Texas State Board Examiners of Psychologists

Kristen M. Jackson
Coordinator, Writing Laboratory Services
B.A., University of Houston

Rachel J. Jennische
Professor, Communications
B.F.A., Sam Houston State University
M.A., Stephen F. Austin State University

Judy G. Jernigan
Professor, Computer Information Systems
B.S., Texas A&M University
M.S., The University of Texas - Tyler

Charles Johnson
Professor, English/College Preparatory Studies
B.A., M.Ed., Texas A&M University - Commerce
Ph.D., University of Texas - Austin

Pamela G. Johnson
Department Chair, Student Success/College Preparatory Studies
B.S., Texas A&M University - Commerce

Willace E. Johnson
Professor, Surveying and Mapping
Certificate, A.A.S., Tyler Junior College
B.S., Hardin-Simmons University
Registered Professional Land Surveyor, Texas Board of Professional Land Surveying

Susan Johnston
Professor, Reading/ESOL/College Preparatory Studies
A.A., Tyler Junior College
B.S., University of Texas - Austin
M.Ed., The University of Texas - Tyler

Paul D. Jones
Professor, Art
A.A., Cedar Valley College
B.F.A., The University of Texas - Tyler
M.F.A., University of North Texas

Peter E. Jones
Professor, History
B.S., M.A., Tennessee Technological University
Ph.D., University of Oklahoma

Trenia T. Jones
Professor, Health and Kinesiology/Women's Basketball Coach
B.S., M.A., Stephen F. Austin State University

Deborah P. Kelley
Professor, Psychology/Sociology
B.A., University of Texas - Tyler
M.S., The University of Texas - Tyler
Ph.D., Texas A&M University
Licensed Psychological Associate, Texas State Board Examiners of Psychologists
Licensed Professional Counselor, Texas State Board Examiners Professional Counselors

Maggie E. Kelley
Professor, Health Information Technology/ Medical Transcription
B.S., Texas State University

Marshella Kersh
Professor, Computer Information Systems
A.A.S., Tyler Junior College
B.S., The University of Texas - Tyler

Kimm Ketelsen
Professor/Department Chair, Professional Tennis Management
B.S., Southeastern Oklahoma State University

Manouchehr R. Khosrowshahi
Professor, Government
B.A., National University of Iran
M.A., Tehran University
Ph.D., University of North Texas

Genny L. Kilgore
Professor, Vocational Nursing Education
Certificate Vocational Nursing, Tyler Junior College

Frank Kimlicko
Professor, Music
B.M., University of North Texas
M.M., Southern Methodist University

James W. King
Professor, Welding
Certificate, Texas State Technical College
A.A.S., Tyler Junior College

Randall King
Professor, Automotive Technology
A.A.S., Trinity Valley Community College

Ivy E. Kirkpatrick
Professor, History
B.A., Louisiana Tech University
M.Div., Southwestern Baptist Theological Seminary
Ph.D., Texas Christian University

Brenda L. Korich
Professor, Surgical Technology
A.A., Anne Arundel Community College
A.A.S., Tyler Junior College

Laura E. Krantz
Professor/Department Chair, Communications and Student Media
B.A., University of New Mexico
M.A., Stephen F. Austin State University

Jeannie M. Lafferty
Professor, Agriculture
B.S., M.S., Stephen F. Austin State University

Belinda K. Landers
Professor, Mathematics/College Preparatory Studies
B.A., Capital University

Carolyn Landers
Professor, English
B.A., University of Texas - Dallas
M.A., The University of Texas - Tyler

Stephanie A. Lassanske
Professor, Social Work/Sociology
A.A., Tyler Junior College
B.A., B.S.W., University of North Texas
M.S., University of Texas - Arlington

Charlotte M. Latham
Professor, Mathematics
B.S., Troy State University
M.R.E., Southwestern Baptist Theological Seminary
M.S., The University of Texas - Tyler

Marsha A. Layton
Professor, Geology
B.S., M.A., Baylor University

Amber J. LeBarron
Professor, Associate Degree Nursing
B.S.N., M.S.N., University of Texas - Tyler

David Ligon
Professor, Government
B.S., Portland State University
M.A., Eastern New Mexico University

Linda Ludovico
Professor, Health and Kinesiology
A.S., Tyler Junior College
B.S., M.S., The University of Texas - Tyler

Kenneth Luke
Professor, Psychology
B.S., Nicholls State University
M.S., University of Louisiana
Licensed Psychological Associate, Texas State Board Examiners of Psychologists
Licensed Professional Counselor, Texas State Board Examiners Professional Counselors

Mauretta W. Lux
Professor/Coordinator, Vocational Nursing Education
B.S.N., Texas Woman's University

Edmund Macpherson
Professor, Mathematics/Engineering
B.S., University of Illinois
M.S., University of North Texas

Ryan L. Mahon
Professor, Health and Kinesiology/ Assistant Football Coach
B.S., Eastern Oregon State College
M.Ed., The University of Texas - Tyler

Michael D. Marquis
Professor, Health and Kinesiology/Men's Basketball Coach
A.A., Marshalltown Community College
B.A., Grand View College

Larry W. Marta
Professor/Department Chair, Music
B.M., East Texas Baptist University
M.A., The University of Texas - Tyler

Jefferson H. Martin
Professor, Mathematics
B.S., Southern Arkansas University
M.A., University of Alabama

Amy M. Massey
Professor, Vocational Nursing Education
Certificate, Tyler Junior College

Michael K. Mast
Professor, Government
B.A., Texas Southern University
M.Div., Baptist Missionary Association
J.D., Texas Southern University

Dennis E. Mayfield
Professor, Biology
A.A., Tyler Junior College
B.S., Texas A&M University
M.S., Texas A&M University - Commerce

Felicia M. Mayo
Professor/Coordinator, Vocational Nursing Education (Rusk)
B.S.N., University of Texas - Tyler
M.A., The University of Texas - Tyler

Jan B. McCauley
Professor, History/Government
B.A., Texas A&M University

David F. McClendon
Professor, Government/Assistant Department Chair, Social Sciences
B.A., Texas A&M University - Commerce
M.A., Texas Christian University

Jerry S. McCormack
Professor/Department Chair, Mathematics
B.S., M.S., Stephen F. Austin State University

Carrie B. McFerron
Professor, Paralegal
A.A., Frank Phillips College
B.A., University of Oklahoma
J.D., Texas Tech University

Thomas F. McGowan
Associate Director of Bands/Professor, Applied Percussion
M.A., M.M., Eastern Illinois University

Frank E. McGuire
Professor, Health and Kinesiology/Trainer, Intercollegiate Athletics
B.S., Texas A&M University
M.Ed., Stephen F. Austin State University

Rhonda McKinzie
Professor/Department Chair, Sign Language
B.S., Texas Woman's University
M.S., Texas A&M University - Corpus Christi
Court Certified Interpreter, Texas Commission for the Deaf and Hard of Hearing
Certified Interpreter, Texas Commission for the Deaf and Hard of Hearing
Licensed Professional Counselor, Texas State Board Examiners Professional Counselors

Heather R. Mensch
Professor, Jazz Studies and Applied Low Brass
B.M., University of Kentucky
M.Ed., Houston Baptist University

Thomas H. Mensch
Director, Bands/Professor, Applied Music
B.S., Penn State University
M.M., Stephen F. Austin State University

Julie Mettlen
Professor, Dental Hygiene
A.S., Tyler Junior College
B.S., M.S., The University of Texas - Tyler

Terri S. Mittica
Professor, Associate Degree Nursing
A.A.S., Galveston College
B.S., Edinboro University of Pennsylvania
B.S.N., The University of Texas - Tyler
M.S., Henderson State University
M.S.N., The University of Texas - Tyler

Bridget R. Moore
Professor, English
B.S., Texas A&M University
M.A., The University of Texas - Tyler
Ph.D., Texas A&M University - Commerce

Kay L. Moran
Professor/Department Chair, Education/ Director, ACE Program
B.S., M.Ed., University of Houston

Diane Morris
Professor, Computer Information Systems
B.A., University of Texas - Austin
M.S., The University of Texas - Tyler

Kenneth R. Murphy
Professor/Department Chair, Life Sciences and Agriculture
B.S., University of Louisiana - Lafayette
D.D.S., Louisiana State University

Kathrine Murray
Professor, Mathematics/College Preparatory Studies
B.S., University of Texas - Tyler

Adam D. Myers
Professor, Woodwind Studies/Bands
B.M., University of North Texas
M.M., Southern Methodist University

Rheyburn Nolan
Professor, Economics/Government
B.S., University of North Texas
M.P.A., University of North Texas

Clinton G. Odom
Professor, Engineering Design Technology
A.A.S., Tyler Junior College
B.S., The University of Texas - Tyler

Margaret Ott
Professor, Biology
B.S., M.S., University of Alabama
Ph.D., Stephen F. Austin State University

Jeffrey Owens
Professor, History
B.F.A., University of North Texas
M.A., The University of Texas - Tyler
Ph.D., Louisiana State University

Cora J. Oxler
Professor, Vocal Music
B.M., Hardin-Simmons University
M.M., Indiana University

Danny W. Palmer
Professor, Health and Kinesiology/Head Football Coach
B.A., University of Southern Mississippi
M.Ed., Southeastern Oklahoma State University

Mandy L. Palmer
Professor, English/Coordinator, Honors Program
B.A., M.A., Stephen F. Austin State University

Richard D. Parrish
Professor, English
B.A., University of Texas - Tyler
M.Ed., The University of Texas - Tyler
Ed.D., Texas A&M University - Commerce

Kahne R. Parsons
Professor, History
A.A., Tyler Junior College
B.S., The University of Texas - Tyler
M.A., University of New Orleans
Ph.D., Tulane University

Austin D. Perry
Professor, Computer Information Systems
B.B.A., M.S., Texas A&M University

Jonathan T. Perry
Professor, Automotive Technology
A.A.S., Tyler Junior College
ASE-Master, National Institute of Auto Service Excellence

John E. Peterson
Professor, Health and Kinesiology/Men's and Women's Tennis Coach
B.A., Buena Vista University

Danny L. Petillo
Professor, Heating, Air Conditioning and Refrigeration
A.A.S., Tyler Junior College

Carla L. Phillips
Professor/Clinical Coordinator, Diagnostic Medical Sonography
A.A.S., Tyler Junior College

Larry Pilgrim
Professor, Biology
B.S., M.S., Texas A&M University - Commerce

Angela O. Porter
Professor, Speech
A.A., Tyler Junior College
B.A., Stephen F. Austin State University
M.A., The University of Texas - Tyler

Mary E. Pyle
Professor, Criminal Justice
B.S., M.S., Kaplan University

Sean A. Rand
Professor/Department Chair, Addiction Counseling
B.S.W., Texas Christian University
M.S.W., Trinity College

Jenelle J. Reynolds
Professor, Mathematics/College Preparatory Studies
B.S., University of North Texas
M.S., Texas Woman's University

James D. Richey
Professor, English
A.A., Northeast Texas Community College
B.A., M.A., Ed.D., Texas A&M University - Commerce

Steven L. Robbins
Professor/Department Chair, Vision Care Technology
Certificate, A.A., A.A.S., Tyler Junior College
B.S., Le Tourneau University

Robert L. Root
Professor, Chemistry
B.S., United States Military Academy
M.S., Texas A&M University

Corey M. Rose
Professor, Health and Kinesiology/Women's Soccer Coach
B.S., Grace College
M.S., Midwestern State University

Madeleine G. Ross
Professor, Philosophy/History
M.A., Ph.D., University of Edinburgh

James F. Rozell
Professor, Biology
B.A., Austin College
M.S., University of North Texas

James M. Rozell
Professor, Chemistry
A.A., Tyler Junior College
B.S., University of Texas - Austin
Ph.D., University of North Texas

Earl F. Rucker
Professor, Economics
B.A., M.Ed., Texas A&M University - Commerce

Mary L. Scarborough
Professor, Business Administration
A.A., Tyler Junior College
B.B.A., M.B.A., The University of Texas - Tyler

Jasilyn Schaefer
Interim Director, Apache Belles/Professor, Health and Kinesiology
A.A., Tyler Junior College
B.S., The University of Texas - Tyler

Roland Schick
Professor, Health and Kinesiology/Co-Department Chair, Health and Kinesiology
B.A., Oberlin College
M.Ed., University of Akron

Louisa Schmid
Professor, Biology
B.S., Louisiana State University
M.S., Louisiana State University
Ph.D., University of Minnesota
D.V.M., University of Minnesota

Mary S. Scott
Professor, Reading/Department Chair, English/Reading/College Preparatory Studies
B.S., University of North Texas
M.Ed., The University of Texas - Tyler

Jodi M. Seal
Professor, Associate Degree Nursing
M.S.N., University of Texas - Tyler

Sherry L. Seaton
Professor/Department Chair, Surgical Technology
A.A.S., Tyler Junior College
B.S.N., The University of Texas - Tyler

Rebecca A. Seeton
Professor/Department Chair, Associate Degree Nursing
A.A.S., College of the Mainland
B.S.N., Texas Woman's University
M.S.N., The University of Texas Medical Branch

Jacque Shackelford
Professor, Theatre
B.S., M.S., Texas A&M University - Commerce

W Gary Shayler
Professor, Computer Information Systems
B.B.A., M.B.A., University of Oklahoma

Carla A. Shirley
Professor, Associate Degree Nursing
A.S., Weber State University
B.S.N., College of Mount Saint Joseph
M.S.N., University of Texas - Arlington

Ronda R. Shirley
Professor, Health and Kinesiology/ Volleyball Coach
A.A.S., The Brown Mackie College
B.A., Kentucky Wesleyan College

J Larkin G. Simmons
Professor, Vocational Nursing Education
B.A., University of Texas - Austin
B.S.N., The University of Texas - Tyler

Sandra L. Sims
Professor, Associate Degree Nursing
A.D.N., Belmont University
B.S.N., University of Phoenix
M.S.N., South University

Lynn W. Sitton
Professor, Child Development/Early Childhood/Department Chair, Child Development Services
B.S., M.Ed., University of Texas - Tyler

Christopher L. Smith
Professor, Psychology/Sociology
B.S., North Dakota State University
M.A., South Dakota State University

Lara K. Smith
Professor, Speech/Division Director, Behavioral Science/Health and Kinesiology/Social Sciences/Speech
B.B.S., Hardin-Simmons University
M.A., Baylor University

Deborah S. Spradlin
Professor, Reading/College Preparatory Studies
A.A., Tyler Junior College
B.S., M.Ed., Stephen F. Austin State University

Nathan D. Stallings
Professor/Department Chair, Radiologic Technology
A.A.S., Tyler Junior College
B.S., Le Tourneau University
M.S., The University of Texas - Tyler

Floyd D. Starnes
Professor, Mathematics/Engineering
B.S., Texas A&M University
B.S., M.S., The University of Texas - Tyler

Christopher D. Stewart
Professor/Department Chair, Art
B.F.A., Texas Tech University
M.F.A., University of Nebraska

Maria G. Stewart
Professor, Vocational Nursing Education
Certificate Vocational Nursing, A.S., Tyler Junior College
B.S., The University of Texas - Tyler

Nancy J. Stewart
Professor, Dental Hygiene
A.S., Tyler Junior College
B.S., The University of Texas - Tyler

Rebecca J. Stewart
Professor, Graphic Design/Photography
A.A.S., Tyler Junior College
B.A.A.S., M.A., The University of Texas - Tyler

Bill M. Stiles
Professor, Heating, Air Conditioning and Refrigeration
A.A.S., Tyler Junior College
B.A., University of Texas - Austin
M.A., Stephen F. Austin State University

Stephen B. Stine
Professor, Economics/History/Government
B.S., Texas Tech University
M.A., The University Of Memphis

Shalanda W. Stokes
Professor/Coordinator, Vocational Nursing Education
Certificate, A.D.N., Tyler Junior College

Richard M. Tabu
Professor, Computer Information Systems
A.A.S., Dallas County Community College
B.S., M.S., University of Texas - Dallas
Ph.D., Nova Southeastern University

Shawn E. Taylor
Professor, Mathematics/College Preparatory Studies
B.S., University of Texas - Tyler
M.S., Stephen F. Austin State University

George Tefteller
Professor, Mathematics
B.S., M.S., Texas A&M University - Commerce

Glen C. Terry
Professor, Health and Kinesiology/Men's and Women's Golf Coach
A.A., Tyler Junior College
B.S., M.Ed., Stephen F. Austin State University
M.Ed., Tuskegee University

Carla J. Thiel
Professor, English
B.A., M.A., University of Texas - Tyler

Russell Thompson
Professor, Health and Kinesiology/ Assistant Football Coach
B.S., East Central University
M.S., West Texas A&M University

Charles A. Thornton
Professor, Geology
B.S., M.S., Texas A&M University

James David Timmons
Professor/Department Chair, Emergency Medical Service Professions
B.S., Texas State University

Pamela J. Tindel
Professor, Mathematics/College Preparatory Studies
A.A., Tyler Junior College
B.S., Texas A&M University - Commerce
M.S., Walden University

Michael E. Tobin
Professor, Vocational Nursing Education
Diploma, Baptist Memorial Hosptial

Katrina M. Travis
Professor/Clinical Coordinator, Radiologic Technology
A.A.S., Tyler Junior College
B.S., Midwestern State University

Andrea J. Trent
Professor, Voice
B.M.Ed., Webster University
M.M., Southern Methodist University

Idalia H. Trent
Professor, Chemistry
B.S., University of Puerto Rico
Ed.D., Texas A&M University - Commerce

Lois V. Ulsh
Professor, Associate Degree Nursing
B.S.N., University of Texas - Houston
M.S., The University of Texas - Tyler

Pamela W. Wade
Professor, Dental Hygiene
B.S., Baylor University
M.S., Stephen F. Austin State University

John R. Wakeham
Professor, Automotive Technology
Certificate, Trinity Valley Community College
A.A.S., Tyler Junior College

Larry Walker
Professor, Mathematics
B.A., Franklin and Marshall College
M.A., Michigan State University

George B. Wallace
Professor, Heating, Air Conditioning and Refrigeration
B.S., University of Texas - Tyler

Jason B. Waller
Professor/Department Chair, Criminal Justice
A.A.S., Tyler Junior College
B.S., M.S., The University of Texas - Tyler

Melanie G. Ward
Professor, Reading/College Preparatory Studies
A.S., Tyler Junior College
B.S., M.Ed., The University of Texas - Tyler

Stanley H. Watson
Professor, History
B.S., M.A., Stephen F. Austin State University

Denise K. Weatherly-Green
Professor, Theatre/Designer/Technical Director and Theatre Manager
A.A., Williams Baptist College
B.F.A., M.A., Arkansas State University

Teresa A. Webber
Professor, Associate Degree Nursing
A.A.S., Tyler Junior College
B.S.N., Armstrong State College
Ph.D., Southwest College of Naturopathic Medicine

Otis S. Webster
Professor, Psychology
B.S., Wiley College
M.Ed., Ed.D., Texas A&M University - Commerce

Deborah J. Welch
Professor/Department Chair, Business Administration
B.S., M.A., Texas Woman's University

Rodney J. Whetzel
Professor/Department Chair, Chemistry
B.S., Stanford University
M.S., University of North Carolina

Derrick R. White
Professor, Art
B.F.A., M.F.A., University of North Texas

Jeanette L. White
Professor, Medical Office Management
A.A., Kilgore College
B.B.A., Stephen F. Austin State University

Geoffrey B. Willbanks
Professor, History/Government/Department Chair, Social Sciences
A.A., Tyler Junior College
B.A., M.A., The University of Texas - Tyler

Karen R. Williams
Professor, Physics
B.S., Louisiana Tech University
M.S., Louisiana State University

Patti M. Williams
Professor, Surveying Technology
A.A.S., Tyler Junior College
Registered Professional Land Surveyor, Texas Board of Professional Land Surveying

Katherine W. Willingham
Professor, Computer Information Systems
B.S., Oklahoma State University
M.B.A., Oklahoma City University

Kathy A. Wilson
Professor, Associate Degree Nursing
B.S.N., University of Nebraska Medical Center College of Nursing
M.S.N., Texas Woman's University

James D. Wren
Professor, Health and Kinesiology/Head Baseball Coach
B.S., Howard Payne University
M.Ed., The University of Texas - Tyler

Nicole R. Wright
Professor/Department Chair, Health Information Technology
B.S., Louisiana Tech University

Torrey A. Wylie
Professor, Graphic Design/Photography
A.A., Kilgore College
B.A., University of North Texas

Tracy R. Yates
Professor, Engineering Desgin Technology
A.A.S., Tyler Junior College

Judith A. Young
Professor, Medical Office Management/ Department Chair, Information Management
A.A., South Plains College
B.S., West Texas A&M University
M.S., The University of Texas - Tyler

Adjunct Professors

Janell P. Abbott
Adjunct Professor, Mathematics
B.S., M.S., Texas A&M University - Commerce

Debra L. Albertson
Adjunct Professor, College Preparatory Math
B.S., Stephen F. Austin State University
M.S., University Of Texas - Tyler

Jeanne Albright
Adjunct Professor, Speech
B.A., M.S., Vanderbilt University

Kerri M. Alexander
Adjunct Professor, Speech
B.S., M.A., University Of Texas - Tyler

Ramona R. Alger
Adjunct Professor, Mathematics
B.A., Houghton College
M.A., Wake Forest University
Ph.D., Virginia Polytechnic Institute

Teresa A. Allen
Adjunct Professor, Business Administration
A.A., Tyler Junior College
B.B.A., M.B.A., University Of Texas - Tyler

Tonya M. Allen
Adjunct Professor, Dental Hygiene
A.A.S., Tyler Junior College
D.D.S., Louisiana State University Health Sciences Center

Cheryl W. Angell
Adjunct Professor, Child Development
M.Ed., University Of Texas - Tyler

John M. Arnold
Adjunct Professor, Physics
B.S., University Of Texas At Austin

Jonathan D. Arriola
Adjunct Professor, College Preparatory Student Success
B.A.A.S., University Of Texas - Tyler
M.S., University Of Texas - Tyler

Joyce K. Ashley
Adjunct Professor, Vocational Nursing Education
Certificate, Tyler Junior College

Melissa G. Avery
Adjunct Professor, College Preparatory English
B.A., University Of Texas - Tyler

Barbara A. Bailey
Adjunct Professor, Medical Office Management
A.S., Tyler Junior College
B.S.N., University Of Texas - Tyler

Jason D. Bailey
Adjunct Professor, English
B.A., University Of Texas - Tyler
M.A., University Of Texas - Tyler

John H. Baker
Adjunct Professor, Computer Information Systems
M.A., University of Southern California
Ph.D., University Of Texas - Arlington

Kirol R. Barbour
Adjunct Professor, Computer Information Systems
M.A., Webster University

Geneva S. Barham
Adjunct Professor, Behavorial Science
M.S., University Of Oklahoma - Norman

James F. Barnes
Adjunct Professor, Social Sciences
B.S., Mississippi College
M.A., University Of Mississippi

David L. Barnett
Adjunct Professor, Sign Language
B.A., Ambassador College
B.A., Gallaudet University
M.A., Ball State University

James L. Bartley
Adjunct Professor, Engineering Design
A.A., A.S., Tyler Junior College
B.S., Texas A&M University

Susan S. Bateman
Adjunct Professor, Speech
B.A., M.A., Baylor University

Benjamin K. Bayless
Adjunct Professor, Surveying
A.A.S., Tyler Junior College

Bonnie C. Beall
Adjunct Professor, College Preparatory Math
B.B.A., M.S., Stephen F. Austin State University

Deborah J. Beange
Adjunct Professor, Government
B.A. Texas State University
M.A. George Washington University

Kimberly A. Beathard
Adjunct Professor, Vocational Nursing Education
Certificate Vocational Nursing, Tyler Junior College

David G. Bell
Adjunct Professor, Social Sciences
B.A., University Of Texas - Arlington
M.S., Abilene Christian University
M.S., Naval War College

Donna E. Belt
Adjunct Professor, Social Sciences
B.S., Kansas State University
M.A., University Of Texas - Tyler

Margaret E. Bennett
Adjunct Professor, Music
B.A., University Of North Texas

Delisa L. Bice
Adjunct Professor, Speech
B.A., Sam Houston State University
M.A.H., University Of Houston - Clearlake

Michael D. Bishop
Adjunct Professor, Criminal Justice
Certificate, University Of North Texas
B.S., University Of Texas - Tyler
M.B.A., Le Tourneau University

Elisa M. Bizzell
Adjunct Professor, English
B.A., M.A., Stephen F. Austin State University

Belinda A. Black
Adjunct Professor, College Preparatory English
M.Ed., Tarleton State University

Gina Blackwell
Adjunct Professor, Health and Kinesiology
B.S., University Of Mary Hardin-Baylor

Aundra L. Boeckman
Adjunct Professor, Communications and Speech
B.A., Henderson State University
M.A., Southwestern Baptist Theological Seminary

Phillip A. Bogue
Adjunct Professor, Respiratory Care
A.A.S., Tyler Junior College

Mark A. Bombyk
Adjunct Professor, Business Administration
M.S., Walsh College

Katrina L. Bondari
Adjunct Professor, Speech
B.F.A., Valdosta State University
M.A., University of Missouri - Kansas City

Jomero J. Booker
Adjunct Professor, Medical Office Management
M.S., Touro College

Robert S. Bradford
Adjunct Professor, Biology
B.A., University Of Central Florida
M.Div., Emory University
Ph.D., Walden University

Kathryn D. Bradshaw
Adjunct Professor, College Preparatory English
B.A., Sam Houston State University

Greg L. Brandenburg
Adjunct Professor, Computer Information Systems
B.S., Dallas Baptist University

Carol S. Brightwell
Adjunct Professor, Dental Hygiene
A.A.S., Tyler Junior College
B.S., Almeda University

Barbara L. Brooks
Adjunct Professor, English
B.A.A.S., University Of Texas - Tyler
M.A., University Of Texas - Tyler

Toni J. Browning
Adjunct Professor, Respiratory Care
A.A.S., Tyler Junior College

Michael T. Bunger
Adjunct Professor, Biology
B.S., West Texas A&M University
M.S., University Of Texas - San Antonio

Allison L. Bush
Adjunct Professor, Vocational Nursing Education
Certificate Vocational Nursing, A.A., Tyler Junior College

Janice C. Caldwell
Adjunct Professor, Speech
B.A., M.A., Stephen F. Austin State University

Alison B. Campagna
Adjunct Professor, Music
M.M., Rice University

Sharon A. Campbell
Adjunct Professor, Mathematics
B.A., Stephen F. Austin State University
M.S., Stephen F. Austin State University

Windy L. Cannon
Adjunct Professor, Medical Laboratory
B.S., University Of Texas - Tyler

Kimberly L. Carrell
Adjunct Professor, Vocational Nursing Education
Certificate, Tyler Junior College

Jeanie R. Carter
Adjunct Professor, Communications and Speech
B.S., University Of Texas - Tyler
M.A., University Of Texas - Tyler

Shelli J. Carter
Adjunct Professor, College Preparatory English
A.A., Tyler Junior College
B.S., M.Ed., University Of Texas - Tyler

John W. Chandler
Adjunct Professor, English
B.A., Howard Payne University
M.A., Texas Christian University
M.R.E., Southwestern Baptist Theological Seminary

Sally S. Clemmons
Adjunct Professor, Medical Office Management
B.S., Louisiana Tech University

Stephanie Comstock
Adjunct Professor, Mathematics
A.A., Tyler Junior College
B.S., M.S., University Of Texas - Tyler

Sylvia L. Coon
Adjunct Professor, Home Economics
B.S., Stephen F. Austin State University
M.Ed., University Of Texas - Tyler

Kelli D. Cooper
Adjunct Professor, Music
B.F.A., University Of Texas - Tyler
M.M.Ed., University Of Oklahoma - Norman

Lori L. Cooper
Adjunct Professor, Graphic Design and Photography
B.A.A.S., University Of Texas - Tyler

Carolyn J. Corn
Adjunct Professor, Biology
B.S., Texas Woman's University

Charles H. Cox
Adjunct Professor, Dental Hygiene
B.A., Hardin-Simmons University
D.D.S., Baylor University

Dwayne M. Cox
Adjunct Professor, Human Services
B.B.A., Texas Tech University

Pamela J. Craver
Adjunct Professor, College Preparatory Math
B.A., Stephen F. Austin State University

Charlotte E. Creason
Adjunct Professor, Health Information Technology
B.S., Southwestern Oklahoma State University

Heather Crist
Adjunct Professor, Dental Hygiene
A.A.S., Tyler Junior College

Jerry M. Crockett
Adjunct Professor, Business Administration
B.B.A., University Of Texas - Tyler

Florence E. Crysup
Adjunct Professor, Mathematics
B.A., M.S., University Of Texas - Tyler

Ana R. Cuervo-Utley
Adjunct Professor, Foreign Language
M.A., University Of New Mexico

Joe S. Cunningham
Adjunct Professor, College Preparatory English
B.A., University Of Oklahoma - Norman
M.Ed., University Of Texas - El Paso

Brian C. Dabbs
Adjunct Professor, Industrial Trades
Certificate, Texas Christian University

Gregory C. Dahms
Adjunct Professor, Emergency Medical Service Professions
B.B.A., Le Tourneau University

Daniel E. Dawson
Adjunct Professor, Biology
B.S., University Of Florida

Liliane A. DeFant
Adjunct Professor, Foreign Language
B.A., University Of North Carolina - Wilmington

Stephanie A. Deibert
Adjunct Professor, Sign Language
A.A., Tyler Junior College
B.A., M.A., University Of Texas - Tyler

Evelyne W. DeLong
Adjunct Professor, Business Administration
M.B.A., Rice University

Stephen W. Dement
Adjunct Professor, Social Sciences
J.D., Baylor University

Andrea C. Denis
Adjunct Professor, Music
B.M., M.M., Stephen F. Austin State University

David R. Dickerson
Adjunct Professor, English
A.A., Tyler Junior College
B.A., University Of Oklahoma - Norman
M.A., Stephen F. Austin State University

Nancy N. Dickson
Adjunct Professor, Foreign Language
M.A., Southern Methodist University

Susan L. Dobson
Adjunct Professor, Mathematics
M.S., Stephen F. Austin State University

Danielle Dolence
Adjunct Professor, Medical Office Management
B.A., Hiram College
M.D., University of L'Aqulia

Donald W. Duncan
Adjunct Professor, Music
B.A., Lyon College
M.A., University Of Phoenix
M.M., The University Of Memphis

Edward E. Dushuanack
Adjunct Professor, Emergency Medical Service Professions
Certificate Vocational Nursing, A.A.S., Tyler Junior College

Glen C. Dyer
Adjunct Professor, Dental Hygiene
D.D.S., University Of Texas Medical Branch

Barney C. Elliott
Adjunct Professor, Mathematics
B.A., University Of Texas - Austin
M.S., Texas A&M University - Commerce

Rachel M. Estes
Adjunct Professor, Biology
B.S., University Of Science and Arts of Oklahoma
M.S., Texas Woman's University

Thomas B. Farmer
Adjunct Professor, Music
B.M., University Of Kentucky
M.M., Valdosta State University

Paula A. Fears
Adjunct Professor, College Preparatory English
B.S., University Of Texas - Tyler
M.Ed., University Of Texas - Tyler

Cheryl E. Fillion
Adjunct Professor, Behavorial Science
B.A., University Of Wisconsin - Green Bay
M.S., Texas A&M University - Commerce
M.S., University Of North Texas

Paul L. Findley
Adjunct Professor, Emergency Medical Service Professions/Respiratory Care
A.S., Jacksonville College

Gwendolyn K. Flake
Adjunct Professor, Vocational Nursing Education
B.S.N., East Texas Baptist University

William T. Fletcher
Adjunct Professor, Social Sciences
A.A., Tyler Junior College
B.S., M.A., University Of Texas - Tyler

Adrienne L. Ford
Adjunct Professor, College Preparatory English
M.Ed., Prairie View A&M University

Jeffrey J. Ford
Adjunct Professor, Music
A.B., Asbury College
M.M., Southwestern Baptist Theological Seminary

Ruth A. Forester
Adjunct Professor, Medical Office Management
A.A.S., Oregon Institute Of Technology
B.A.A.S., M.S., University Of Texas - Tyler

Cory D. Fowler
Adjunct Professor, Air Conditioning and Refrigeration
A.A.S., Tyler Junior College

Nancy M. Francis
Adjunct Professor, Business Administration
B.B.A., Stephen F. Austin State University
M.B.A., University Of Texas - Tyler

John A. Gagne
Adjunct Professor, Industrial Trades
A.A.S., Midland College

Andrew F. Gatewood
Adjunct Professor, Computer Information Systems
Certificate, University Of North Texas

Padrah C. Gatewood
Adjunct Professor, Foreign Language
B.A., Florida State University
M.A., Michigan State University

Dalia A. Gayed-Iskander
Adjunct Professor, Art
B.F.A., Alexandria University - Egypt
M.F.A., Alexandria University - Egypt

Terri L. Gerber
Adjunct Professor, Computer Information Systems
M.S., University Of Texas - Tyler

Jeanette M. Germany
Adjunct Professor, Communications and Graphic Design
A.A., Tyler Junior College
B.A., M.A., University Of Texas - Tyler

Eric A. Gilmour
Adjunct Professor, Graphic Design and Photography
B.A., Stephen F. Austin State University

Rodney K. Glanton
Adjunct Professor, College Preparatory Math
B.A., University Of Texas - Tyler

Frank Glenn
Adjunct Professor, Behavorial Science
B.A., M.S., University Of Texas - Tyler
B.S., Texas A&M University
Ed.D., Texas A&M University - Commerce

Melinda J. Gomez
Adjunct Professor, College Preparatory English
B.S., University Of Texas - El Paso
M.Ed., University Of Texas - Tyler

Latasha Goodwyn
Adjunct Professor, College Preparatory English
B.A., Colorado State University

Robert G. Grace
Adjunct Professor, Human Services
B.A., Howard Payne University

Christopher K. Gray
Adjunct Professor, Emergency Medical Service Professions
Certificate, A.A.S., Tyler Junior College

Ericka M. Griffin
Adjunct Professor, Vocational Nursing Education
Certificate, A.A., A.A.S., Tyler Junior College

Nancy E. Griffin
Adjunct Professor, Social Sciences
B.A., Texas A&M University
M.A., University Of North Texas

Sara J. Griffin
Adjunct Professor, Vocational Nursing Education
Certificate Vocational Nursing, Tyler Junior College

Michael F. Grinnell
Adjunct Professor, Music
M.M., Texas Tech University

Patrick W. Grona
Adjunct Professor, Sign Language
B.S., John Brown University
M.A., Texas Woman's University

Susan E. Grona
Adjunct Professor, Sign Language
B.S., Texas Woman's University

Frode Gundersen
Adjunct Professor, Music
B.A., North Dakota State University
M.M., Southern Methodist University

Carlos A. Gutierrez
Adjunct Professor, Foreign Language
M.A., Texas A&M University - Commerce

Jana R. Haasz
Adjunct Professor, English
B.B.A. West Texas A&M University
M.A. University of Texas - Dallas

Robert N. Haberle
Adjunct Professor, Medical Office Management
B.S., University Of Texas - Tyler
B.S., D.Ch., Parker College Of Chiropractic

Amanda M. Hail
Adjunct Professor, Behavorial Science
B.A., M.S., University Of Texas - Tyler

Cheryl L. Hale
Adjunct Professor, Music
B.F.A., Stephen F. Austin State University
M.A., University Of Texas - Tyler

Teresa N. Hall
Adjunct Clinical Professor, Dental Hygiene
A.A.S., Tyler Junior College

Jordan P. Hanke
Adjunct Professor, College Preparatory Math
B.S. Northern Illinois University

Jeffrey B. Hardy
Adjunct Professor, Art
B.F.A., Texas Christian University
M.A., M.F.A., Stephen F. Austin State University

Barbara J. Henderson
Adjunct Professor, Business Management
M.B.A., Dallas Baptist University

Stephen E. Hendrickson
Adjunct Professor, Industrial Trades
A.A.S., Green River Community College

Barbara J. Hendrix
Adjunct Professor, College Preparatory Student Success
M.Ed., University Of Texas - Tyler

Quantalane R. Henry
Adjunct Professor, College Preparatory English
B.S., Texas Christian University

Joel N. Herrington
Adjunct Professor, Social Sciences
B.S., East Texas Baptist University
M.A., Stephen F. Austin State University

Karla L. Hicks
Adjunct Professor, College Preparatory English
B.S., Texas College
M.Ed., University Of Texas - Tyler

Robbie S. Hill
Adjunct Professor, Medical Office Management
Certificate, St Paul-Ramsey Medical Center
A.A., A.S., York College

Curtis D. Holcomb
Adjunct Professor, Mathematics
M.A., University Of Alabama - Tuscalusa

Jeri G. Holcomb
Adjunct Professor, Speech
B.S., Jacksonville State University
M.A., University Of Alabama - Tuscalusa

Anita E. Hood
Adjunct Professor, Health and Kinesiology
B.S., University Of Texas - Tyler

Cheryl J. Hood
Adjunct Professor, Education
B.A., M.A., University Of Texas - Tyler

Linda Horton
Adjunct Professor, Home Economics
B.S., M.S., Stephen F. Austin State University

Dwight D. Hough
Adjunct Professor, Human Services
B.S., M.S., University of Wisconsin - River Falls

Cory V. Howard
Adjunct Professor, Behavorial Science
A.A., Tyler Junior College
B.A., University Of Texas - Austin
M.A., University Of Texas - Tyler

Carolyn E. Howell
Adjunct Professor, College Preparatory English
M.S.W., Stephen F. Austin State University

Thomas W. Howell
Adjunct Professor, Vocational Nursing Education
A.A., A.A.S., Tyler Junior College
B.A., Columbia College

Harold M. Humphreys
Adjunct Professor, Business Administration
M.B.A., Le Tourneau University

David E. Hyatt
Adjunct Professor, Chemistry
B.A., Colgate University
M.S., Ph.D., University Of Illinois

Alfonso Ippolito
Adjunct Professor, Speech
B.S., M.S., Syracuse University

Carol B. Ivey
Adjunct Professor, Music
B.M.Ed., Drake University
M.A., Bob Jones University

Jesse A. James
Adjunct Professor, Biology
B.S., M.S., University Of Texas - Tyler

Walter F. James
Adjunct Professor, Art
B.F.A., M.F.A., University Of Texas - Austin

Anna R. Jensen
Adjunct Professor, Social Sciences
B.A., Dordt College
M.A., Texas A&M University

Gargi P. Jethva
Adjunct Professor, Vocational Nursing Education
B.S.N., Salem State College

Carol M. Johnson
Adjunct Professor, Medical Office Management
B.S., University Of Minnesota

Elizabeth A. Johnson
Adjunct Professor, College Preparatory Math
B.S., M.S., University Of Texas - Tyler

Tyrone Johnson
Adjunct Professor, Vocational Nursing Education
M.B.A., Webster University

Jackie A. Jones
Adjunct Professor, Child Development
M.Ed., University Of Texas - Tyler

Jan Jones
Adjunct Professor, Speech
B.A., University Of Mary Hardin-Baylor
M.A., Stephen F. Austin State University

Mark C. Jones
Adjunct Professor, English
DOCT, Samford University

Yayoi S. Jones
Adjunct Professor, Music
A.A., Kilgore College
B.F.A., Sam Houston State University

Candy Jordan
Adjunct Professor, Music
B.A., Southeastern Louisiana University

Shelley W. Judd
Adjunct Professor, Child Development
B.A., Baylor University
M.S., Texas Woman's University

Beth A. Keller
Adjunct Professor, Surveying
B.S., University Of Texas - Tyler

Rebecca J. Kemper
Adjunct Professor, Foreign Language
M.A.T., Georgia State University

Jan P. Kent
Adjunct Professor, English
B.A., Stephen F. Austin State University
M.A., University Of Arkansas

James V. Kilkenny
Adjunct Professor, English
B.A., M.A., University Of Portland

Sheila K. Kimlicko
Adjunct Professor, Speech
B.F.A., M.A., University Of Texas - Tyler

Thomas E. Kinder
Adjunct Professor, Graphic Design and Photography
A.A.S., Tyler Junior College

Carolyn L. Kindle
Adjunct Professor, College Preparatory Math
B.S., Stephen F. Austin State University

Jennifer K. King
Adjunct Professor, Business Administration
M.B.A., Texas A&M University

Kristine M. Kirst
Adjunct Professor, Graphic Design and Photography
A.A.S., Tyler Junior College

Paula H. Kitchens
Adjunct Professor, Dental Hygiene
B.S., Southwestern Oklahoma State University

Karen J. Kizer
Adjunct Professor, College Preparatory Reading
M.Ed., University Of Texas - Tyler

Melissa L. Kravetz
Adjunct Professor, Dental Hygiene
B.S., Texas Woman's University

Lisa A. Krumm
Adjunct Professor, Social Sciences
B.A., M.A., University Of Texas - Tyler

Jacen R. Kubsch
Adjunct Professor, Vocational Nursing Education
A.A.S., Del Mar College

Sheron Lacefield
Adjunct Professor, Behavorial Science
B.A., M.A., M.Ed., Northwestern State University

Robert B. Langham
Adjunct Professor, Graphic Design and Photography
B.A., Sam Houston State University

Gwendolyn Latting
Adjunct Professor, English
B.A., Stephen F. Austin State University
M.A., University Of Texas - Tyler

Christopher M. Laubhan
Adjunct Professor, Respiratory Care
A.A.S., Amarillo College

Anthony T. Lawson
Adjunct Professor, Behavorial Science
B.S., Southwestern Assemblies Of God University
M.A., University Of Texas - Tyler

Sylvia D. Lee
Adjunct Professor, Vocational Nursing Education
Certificate Vocational Nursing, A.A., Tyler Junior College

Jeremy J. Light
Adjunct Professor, English
B.A., M.A. University of Texas - Tyler

Chao-Hwa Lin
Adjunct Professor, Music
B.M., National Kaohsiung Normal University
M.M., Cleveland Institute Of Music

Curtis T. Liston
Adjunct Professor, College Preparatory Math
B.A., Texas A&M University
M.Ed., Ed.D., University Of North Texas

Claudia B. Long
Adjunct Professor, Child Development
B.S., M.Ed., Stephen F. Austin State University
M.S., Florida State University

Kristen N. Lormand-Yoerger
Adjunct Professor, English
M.A., University Of Texas - Tyler

Jessie M. Love
Adjunct Professor, Emergency Medical Service Professions
Certificate, A.A., Tyler Junior College

Tracie D. Marshall
Adjunct Professor, College Preparatory Math
B.S., Stephen F. Austin State University

Laura R. Mason
Adjunct Professor, Emergency Medical Service Professions
Certificate, Tyler Junior College

Shauna R. McCown
Adjunct Professor, College Preparatory Math
B.S., Louisiana Tech University

Shannan F. McEuen
Adjunct Professor, Mathematics
B.S., M.S., Stephen F. Austin State University

Bart L. McGibboney
Adjunct Professor, Respiratory Care
A.A.S., Tyler Junior College

Jane G. McGoff
Adjunct Professor, Speech
B.A., University Of North Texas
M.A., Midwestern State University

Elizabeth M. McNulty
Adjunct Professor, Behavorial Science
A.A., Valencia Community College
B.S., M.A., Rollins College

Randy D. Meadows
Adjunct Professor, Air Conditioning and Refrigeration
A.A.S., Tyler Junior College
B.S., Texas A&M University

Bobby R. Metcalf
Adjunct Professor, Engineering Design
A.A., Tyler Junior College
B.A.A.S., University Of Texas - Tyler

Marlyss Meyer
Adjunct Professor, Social Sciences
B.A., M.P.A., Boise State University

Noah J. Miles
Adjunct Professor, English
B.A., M.A. University of Iowa

Lisa L. Miller
Adjunct Professor, Vocational Nursing Education
A.D.N., Kilgore College

Ralph W. Miller
Adjunct Professor, English
B.A., University Of Texas - Austin
M.A., University Of Texas - Pan American

Carla S. Milliorn
Adjunct Professor, Emergency Medical Service Professions
Certificate, Tyler Junior College
B.S.N., University Of Texas - Tyler

Carolyn A. Mills
Adjunct Professor, Criminal Justice
B.A., East Texas Baptist University
M.P.A., J.D., Texas Tech University

Jeffrey L. Mills
Adjunct Professor, Graphic Design and Photography
A.A.S., Tyler Junior College
B.S., University Of Texas - Tyler

Onissa S. Mitchell
Adjunct Professor, Vocational Nursing Education
B.S., East Texas Baptist University

Charles J. Mitchiner
Adjunct Professor, Social Sciences
B.A., Wake Forest University
M.A., University Of Louisville
Ph.D., Georgia State University

John D. Mogle
Adjunct Professor, Communications
A.A., Tyler Junior College
B.A., University Of Texas - Austin

Clifford W. Moore
Adjunct Professor, Respiratory Care
A.A.S., Tyler Junior College

Lisa C. Moore
Adjunct Professor, Vocational Nursing Education
Certificate, Tennessee Technology Center

Gary W. Morgan
Adjunct Professor, Paralegal
B.B.A., Texas A&M University - Commerce
J.D., SouthTexas College of Law

Amy D. Morrison
Adjunct Professor, Speech
B.S., Texas College
M.A., University Of Texas - Tyler

Kala D. Morrow
Adjunct Professor, Social Sciences
A.S., Cedar Valley College
B.S., M.S., University Of Texas - Tyler

Ruth E. Morrow
Adjunct Professor, Music
B.M., M.S., Julliard School

John W. Mullenax
Adjunct Professor, Air Conditioning and Refrigeration
A.A.S., Tyler Junior College

Patricia B. Nabors
Adjunct Professor, Vocational Nursing Education
Certificate Vocational Nursing, Tyler Junior College

Max Nash
Adjunct Professor, Behavorial Science
A.A., A.A.S., Tyler Junior College
B.S., M.A., M.S., University Of Texas - Tyler
Ed.D., Texas A&M University - Commerce

Mitchell A. Netterville
Adjunct Professor, Vocational Nursing Education
Certificate Vocational Nursing, A.D.N., Tyler Junior College

Tracey J. Nettleton
Adjunct Professor, Mathematics
B.S., University Of Texas - Tyler
M.S., University Of Texas - Tyler

Miranda K. Newman
Adjunct Professor, Music
B.M., University Of Texas - Tyler
M.M., Southern Methodist University

Monty L. Newman
Adjunct Professor, Engineering Design
B.S., M.Ed., Texas A&M University - Commerce

Bobby R. Nichols
Adjunct Professor, Dental Hygiene
D.D.S., University of Texas Health Science Center - Houston

Karly S. Norrell
Adjunct Professor, College Preparatory Math
B.S., University Of Texas - Dallas

Virginia B. Norrell
Adjunct Professor, Medical Office Management
B.S., Oklahoma State University

Ellen M. Obrien
Adjunct Professor, Paralegal
B.A., Rice University
J.D., University Of Houston

Philana J. Pace
Adjunct Professor, Art
B.F.A. University of Texas - Tyler

Thomas L. Palmore
Adjunct Professor, Engineering Design
B.S., Texas A&M University

Hong-Kyu Park
Adjunct Professor, Social Sciences
B.A., Kentucky Wesleyan College
M.A., University Of Tennesse - Knoxville
Ph.D., University Of North Texas

Stephen N. Patterson
Adjunct Professor, Emergency Medical Service Professions
A.A., Jacksonville College

Gary M. Paul
Adjunct Professor, Social Sciences
B.S., Texas A&M University - Commerce
M.A., Stephen F. Austin State University

Lauren D. Perry
Adjunct Professor, Behavorial Science
B.A., University Of Texas - Austin
M.A., University Of Texas - Tyler

Robert K. Peters
Adjunct Professor, Social Sciences
B.A., Texas Christian University
M.A., Stephen F. Austin State University
Ph.D., University Of Texas - Austin

Cindy A. Petty
Adjunct Professor, Vocational Nursing Education
A.A.S. Weatherford College

Dahlene Phillips
Adjunct Professor, Medical Office Management
B.B.A., University Of Texas - Tyler

Merwyn G. Pickle
Adjunct Professor, Dental Hygiene
D.D.S., University of Texas Health Science Center - Houston

Judith A. Pilgrim
Adjunct Professor, Biology
M.S., Stephen F. Austin State University

Shelley D. Pinkerton
Adjunct Professor, College Preparatory Reading
B.A., Dallas Baptist University
M.Ed., Stephen F. Austin State University

John P. Pouncy
Adjunct Professor, Surveying
A.A.S., Tyler Junior College

Kandais K. Powell
Adjunct Professor, English
B.F.A., University Of North Texas
M.A., University Of Texas - Tyler

Katie L. Preast
Adjunct Professor, Mathematics
B.S., M.S., University Of Texas - Tyler

Lucinda H. Presley
Adjunct Professor, Art
M.A.I.S., University Of Texas - Tyler

Kelly K. Price
Adjunct Professor, College Preparatory English
M.R.E., Southwestern Baptist Theological Seminary

Khristie N. Prince
Adjunct Professor, Speech
B.A., Xavier University Of Louisiana
M.S., University Of North Texas

Andrea G. Printy
Adjunct Professor, Music
B.A., Bowdoin College
M.M., University Of Oklahoma - Norman

Judith G. Pritchett
Adjunct Professor, Art
B.F.A., Kansas City Art Institute
M.F.A., Cranbrook Academy Of Art

Cindy P. Pryor
Adjunct Professor, English
B.A., University Of Texas - Dallas
M.S., University Of Texas - Tyler

Judd H. Quarles
Adjunct Professor, Social Sciences
B.S., M.A., University Of Texas - Tyler

Walter B. Ragsdale
Adjunct Professor, Mathematics
B.S., M.S., Texas A&M University - Commerce

Monica R. Ramsey
Adjunct Professor, English
B.A., Texas A&M University
M.Ed., University Of Texas - Tyler

John L. Raulston
Adjunct Professor, Social Sciences
B.S., M.A., University Of Texas - Tyler

Harriet H. Renner
Adjunct Professor, College Preparatory English
B.S.Ed., University Of Arkansas
M.Ed., Texas A&M University - Texarkana
M.Ed., University Of Texas - Tyler

Jennifer S. Reynolds
Adjunct Professor, Business Management
B.B.A., M.S., University Of Texas - Arlington

Susan E. Rhoades
Adjunct Professor, College Preparatory English
B.S., University Of Houston
M.Ed., University Of Texas - Tyler

Amanda M. Richardson
Adjunct Professor, Dental Hygiene
A.A.S., Tyler Junior College

Alan M. Richbourg
Adjunct Professor, Foreign Language
M.A., Middlebury College

Jeffery K. Robertson
Adjunct Professor, Respiratory Care
B.S., University Of Arkansas for Medical Sciences

Paxton B. Robertson
Adjunct Professor, Paralegal
B.A., Stephen F. Austin State University

Paula J. Rozell
Adjunct Professor, Art
B.S., M.A., University Of Texas - Tyler

Bobbye J. Rucker
Adjunct Professor, Speech
M.A., University Of Texas - Tyler

Philip L. Rumbley
Adjunct Professor, Music
B.A., University Of Texas - Dallas

Linda M. Rumfield
Adjunct Professor, Graphic Design and Photography
A.A.A.S., Kilgore College

Julianne Sanford
Adjunct Professor, Vocational Nursing Education
B.S., University Of Texas - Tyler

Jerry M. Schirmer
Adjunct Professor, Physics
B.A., Truman State University

John R. Schnell
Adjunct Professor, Business Administration
B.M., Colorado State University
M.B.A., University Of Wyoming

Timothy Schodowski
Adjunct Professor, Music
B.M.Ed., Henderson State University
M.M., Texas A&M University - Commerce

Erin D. Schroeder
Adjunct Professor, Graphic Design and Photography
A.A.S., Tyler Junior College

Linda B. Sebring
Adjunct Professor, College Preparatory English
B.A., Southern Methodist University

Laramie C. Selman
Adjunct Professor, Human Services
B.S., Baylor University
M.S., University Of Texas - Tyler

Richard D. Shelton
Adjunct Professor, Emergency Medical Service Professions
B.B.A., University Of North Texas

Antoinette R. Sherman
Adjunct Professor, Respiratory Care
A.A.S., Tyler Junior College

James A. Sims
Adjunct Professor, Music
B.M.Ed., Baylor University
M.M., D.M.A., University Of Texas - Austin

Arthur G. Smith
Adjunct Professor, Social Sciences
B.A., City University Of New York
M.A., University Of Texas - Tyler

Daphne J. Smith
Adjunct Professor, Sign Language
M.A., University Of Texas - Tyler

Jean M. Smith
Adjunct Professor, English
B.S., University Of North Texas
M.A., University Of Texas - Tyler

Matthew B. Smith
Adjunct Professor, Emergency Medical Service Professions
A.A.S., Tyler Junior College
B.B.A., Le Tourneau University

Sandra S. Smith
Adjunct Professor, College Preparatory English
B.S., M.A., University Of Texas - Tyler

Shelle W. Smith
Adjunct Professor, Biology
B.S., Texas A&M University - Commerce
M.S., Texas A&M University

Veronica A. Smith
Adjunct Professor, Communications
A.S., Ambassador College
B.S., M.S., University Of Texas - Tyler

Dierdre H. Spittler
Adjunct Professor, Medical Office Management
B.S., Texas A&M University - Commerce
M.S., Capella University

Jeremy P. St. John
Adjunct Professor, Paralegal
Ph.D., University Of North Texas

Scotty D. Starkey
Adjunct Professor, Computer Information Systems
A.A.S., Tyler Junior College

Lonna C. Stewart
Adjunct Professor, Foreign Language
B.A., Auburn University
M.A., University Of California - San Barbara

Michael D. Stewart
Adjunct Professor, Social Sciences
B.A., M.S., University Of North Texas

Sonya L. Stewart
Adjunct Professor, Vocational Nursing Education
Certificate, Tyler Junior College

Anthony J. Stirling
Adjunct Professor, Air Conditioning and Refrigeration
A.A.S., Tyler Junior College

Gayle L. Streckert
Adjunct Professor, Medical Office Management
B.S., Baylor University

Loretta F. Swan
Adjunct Professor, Medical Office Management
B.S., Century College

Samuel C. Swierc
Adjunct Professor, Communications
B.A., M.A., Stephen F. Austin State University

Carolyn J. Swift
Adjunct Professor, Education
B.A., M.Ed., University Of Houston

Karen A. Tarver
Adjunct Professor, Medical Office Management
B.A.A.S., University Of Texas - Tyler

Robin D. Tedder
Adjunct Professor, English
B.A., M.A., Stephen F. Austin State University

Pamela J. Theriot
Adjunct Professor, English
M.A., University Of Texas - Tyler

Courtney N. Therneau
Adjunct Professor, Behavorial Science
B.A., Hollins University
M.A.I.S., University Of Texas - Tyler

Edward J. Thomas
Adjunct Professor, Emergency Medical Service Professions
B.S., Oklahoma Panhandle State University

Valerie S. Thompson
Adjunct Professor, Vocational Nursing Education
Certificate, Northwest Mississippi Community College

Michelle L. Trammell
Adjunct Professor, Dental Hygiene
A.S., Tyler Junior College

Michael K. Travis
Adjunct Professor, English
B.A., Stephen F. Austin State University
M.A., University Of Texas - Dallas

John A. Traweek
Adjunct Professor, Behavorial Science
B.A., University Of Saint Thomas
M.A., Sam Houston State University

Tracy R. Triplett
Adjunct Professor, Child Development
B.S., Tarleton State University
M.Ed., University Of Texas - Tyler

Judith G. Turman
Adjunct Professor, College Preparatory English
B.A., M.A., University Of Texas - Austin

Michele K. Vaughn
Adjunct Professor, Foreign Language
M.A., University Of Arkansas

Danny S. Vinson
Adjunct Professor, Music
B.M., University Of North Texas
B.S., University Of Illinois

Marcus L. Wade
Adjunct Professor, College Preparatory Student Success
B.S., University Of Texas - Tyler
M.S.W., Stephen F. Austin State University

Jared M. Wait
Adjunct Professor, Social Sciences
B.A., Texas A&M University
B.A., M.A., University Of Texas - Tyler

Cynthia J. Walker
Adjunct Professor, Business Administration
B.B.A., M.S., Texas A&M University

Jacqueline D. Walker
Adjunct Professor, Vocational Nursing Education
Certificate, Trinity Valley Community College

James W. Walker
Adjunct Professor, Biology
B.S., M.S., Texas A&M University - Commerce

Donna L. Wallace
Adjunct Professor, English
B.A., M.A., University Of Texas - Tyler

Ricky Waller
Adjunct Professor, Criminal Justice
M.S., University Of Texas - Tyler

Debra A. Walton
Adjunct Professor, Education
M.A., University Of Texas - Tyler

Kenneth D. Ward
Adjunct Professor, College Preparatory Math
B.S., Texas A&M University
M.S., Stephen F. Austin State University

Maria D. Ward
Adjunct Professor, Vocational Nursing Education
Certificate, Vocational Nursing, A.A.S., Tyler Junior College

Judy K. Watson
Adjunct Professor, College Preparatory Reading
B.S., Texas A&M University - Commerce

Kimberly D. Whaley
Adjunct Professor, College Preparatory English
B.S., Eastern New Mexico University
M.S., Walden University

John J. White
Adjunct Professor, Mathematics
B.S., M.Ed., Southeastern Oklahoma State University

Kenneth G. White
Adjunct Professor, Social Sciences
B.A., Texas A&M University - Commerce
M.A., Stephen F. Austin State University

Wendy Whitmire
Adjunct Professor, Sociology
A.A. Trinity Valley Community College
B.A., M.A., University Of Mississippi

Charles L. Wilburn
Adjunct Professor, Social Sciences
B.S., M.S., Texas A&M University - Commerce

Judy K. Wilkins
Adjunct Professor, Music
B.F.A., M.A.I.S., University Of Texas - Tyler

Richard T. Willett
Adjunct Professor, Respiratory Care
Certificate, Tyler Junior College

Dama C. Williams
Adjunct Professor, Vocational Nursing Education
Certificate Vocational Nursing, Tyler Junior College

James E. Williams
Adjunct Professor, Paralegal
A.A., Tyler Junior College
B.B.A., University Of North Texas
J.D., University Of Tulsa

Roxana P. Williams
Adjunct Professor, Foreign Language
B.S., University Of Texas - Tyler
M.A., Stephen F. Austin State University

Mary A. Williford
Adjunct Professor, Mathematics
B.A., University Of Texas - Tyler
M.S., Texas A&M University - Commerce

Tammy R. Willis
Adjunct Professor, Behavorial Science
B.A., University Of Houston
M.Ed., M.S., Texas A&M University - Commerce

Fonda K. Wilmarth
Adjunct Professor, College Preparatory English
B.S., University Of Texas - Tyler

Lynda Witzky
Adjunct Professor, Dental Hygiene
B.S., Texas A&M University

Leo Y. Wong
Adjunct Professor, Communications
B.A., University Of California - Santa Cruz
M.F.A., American Film Institute

Sharon L. Wood
Adjunct Professor, Respiratory Care
A.A.S., Tyler Junior College
B.S., Texas A&M University

Christine Yang
Adjunct Professor, Music
B.F.A., National Institute of the Arts - China
M.M., University Of Cincinnati
D.M.A., University Of North Texas

Jeffrey B. Yarbrough
Adjunct Professor, Respiratory Care
A.A.S., Tyler Junior College

Benny I. Yazdanpanahi
Adjunct Professor, Computer Information Systems
M.S., Texas A&M University - Commerce
M.S., University Of Texas - Tyler

Whitney W. Young
Adjunct Professor, Speech
B.A., University Of Arkansas - Monticello
M.A., Abilene Christian University

Medical/ Dental Directors

Glen C. Dyer, D.D.S.
Dental Director, Dental Hygiene
D.D.S., The University of Texas Health Science Center at Houston

Colin Marino, M.D.
Medical Director, Emergency Medical Service Professions
B.S., University of Alabama
M.D., Yale University

James M. Stocks, M.D.
Medical Director, Respiratory Care
B.S., Texas A&M University
M.D., The University of Texas Southwestern Medical School at Dallas

Ted S. Willis, M.D.
Medical Director, Diagnostic Sonography
B.S., Texas A&M University
M.D., The University of Texas Health Science Center at San Antonio

Frequently Called Numbers

Academic Advising:
- Director . . . 903–510–3287
- Nursing & Health Professions . . . 903–510–2662
- Professional & Technical Programs . . . 903–510–2347
- Liberal Arts . . . 903–510–2425
- Academic Foundations . . . 903–510–2425

Admissions . . . 903–510–2523
Campus Safety during business hours . . . 903–510–2258
- On-Campus Emergency . . . 903–510–2222

Career Services . . . 903–510–2334
College Preparatory Studies . . . 903–510–2037
Continuing Education . . . 903–510–2900
Distance Learning Information . . . 903–510–2529
Financial Aid . . . 903–510–2385
First Year Experience (FYE) . . . 903–510–3751
Foundation, TJC . . . 903–510–2382
Human Resources . . . 903–510–2382
Intercollegiate Athletics . . . 903–510–2458
Ornelas Health & Physical Education Center . . . 903–510–2555
Registrar . . . 903–510–2401
Residential Life and Housing . . . 903–510–2345
Scholarships . . . 903–510–2386
Student Affairs (WASC) . . . 903–510–2261
Transcripts . . . 903–510–2400
Vaughn Library . . . 903–510–2502

TJC-Main Campus (Switchboard) . . . 903–510–2200
- Toll-free (during business hours) . . . 800–687–5680
- Inclement Weather . . . 903–510–3000

TJC-Jacksonville . . . 903–510–3331
TJC-Lindale . . . 903–510–3100
TJC-Rusk . . . 903–510–2114
TJC West Campus . . . 903–510–2900
- Corporate Services . . . 903–510–2965
- Literacy Council of Tyler . . . 903–533–0330
- Small Business Development Center (SBDC) 903–510–2975
- Tyler Area Business Incubator . . . 903–510–2975

Rogers Student Center

Bookstore (Follett) . . . 903–510–2522
Campus Clinic (ETMC, 2nd floor) . . . 903–510–3862
Counseling (2nd & 3rd floor) . . . 903–510–2878, 2041
Dining Services (Valley) . . . 903–510–2516
Disability Services (2nd floor) . . . 903–510–2878
- TDD/TTY (3rd floor) . . . 903–510–2394

Learning Loft (Tutoring, 3rd floor) . . . 903–510–2892
Recreation Room . . . 903–510–2611, 2259
Student Activities (2nd floor)
- Center for Student Life and Involvement . . . 903–510–2613
- Information Desk . . . 903–510–2797

Support Services (2nd floor) . . . 903–510–2395
Testing Center (2nd floor) . . . 903–510–2617, 2049
TRiO (3rd floor) . . . 903–510–2621

Appendix

General Index

A

About the Catalog 2
Academic Advising 18, 19, 20, 22, 200
Academic Affairs 44
Academic Degrees 45, 46, 47, 48
Academic Foundations 40, 44
Academic Fresh Start 22
Academic Probation 18, 22, 45, 90
Academic Programs 45, 48
Academic Standing 22
Academic Support 36
Academic Suspension 22, 123
Accommodations for Students 19, 36
Accreditation 5
Activities, Student–*See Center for Student Life and Involvement*
ADA 26, 36
Address Change–*See Change of Name or Address*
Adjunct Professors 191–197
Administrative Staff 179
Admission 12, 13, 14, 21, 65, 66, 69, 70, 71, 84, 90, 94, 103, 104, 108, 156, 157
Admissions
  Admission Appeals 14
  Admission Test Scores Requirement 14
  By Examination 12
  High School Graduate 12
  International Students 13
  Methods of 12
  Re-Admit Policy 14
  Responsibility for Admission Requirements 21
  Selective Admissions - Nursing and Health Professions 14
  Special Admissions 12
  Transfer Students 12
Adult Basic Education 40, 42
Adult Student Services in Career Technical Education Programs 38
Advertising 46, 58, 124
Agriculture 47, 49, 87, 114
Allied Health & Nursing–*See School of Nursing and Health Sciences*
Apache Band 144, 145, 156
Apache Belles 145, 146, 147
Applied Music 159
Applied Studies–*See School of Professional and Technical Programs*
Areas of Emphasis for Degrees and Certificates 46
Art 30, 31, 46, 49, 77, 114, 115, 140
Articulation Credit–*See Tech Prep and Credit by Articulation*
Assistive and Rehabilitation Program 29
Associate of Applied Science 19, 39, 44, 45, 47, 50, 53, 54, 60, 61, 64, 65, 66, 69, 73, 77, 80, 84, 85, 88, 90, 91, 94, 95, 97, 99, 103, 104, 105, 108, 109, 111, 112, 143
Associate of Arts 39, 45, 46, 47, 49, 52, 58, 59, 63, 64, 67, 68, 76, 78, 79, 86, 89, 93, 94, 102, 107, 110
Associate of Arts in Teaching 39, 45, 47, 68
Associate of Science 39, 45, 47, 49, 52, 54, 63, 72, 74, 79, 81, 82, 83, 87, 89, 97
Athletic Program 99, 100, 168
Athletic Training 47, 81, 81–82, 144
Attendance 21
Automotive Technology 41, 47, 50, 51, 115

B

Background Check–*See Residential Life and Housing: Background Check*
Band, Apache–*See Apache Band*
Behavioral Science 45, 49, 50, 52, 54, 58, 59, 60, 61, 63, 64, 66, 68, 73, 74, 76, 77, 78, 79, 80, 82, 83, 84, 85, 86, 87, 89, 93, 94, 97, 99, 103, 104, 110, 111, 112
Biology 47, 52, 74, 87, 103, 107, 117, 118, 170
Board of Trustees 5, 16, 17
Bookkeeping 47, 53
Bridge Loan–*See Financial Aid: Bridge Loan*
Broadcast Journalism 46, 59
Buildings and Facilities 8–11
Business 17, 24, 26, 41, 42, 46, 47, 49, 50, 52, 53, 54, 55, 58, 59, 60, 61, 63, 64, 67, 72, 73, 74, 76, 77, 78, 79, 80, 82, 83, 84, 85, 86, 87, 89, 91, 93, 94, 97, 99, 102, 107, 109, 110, 112, 118, 119, 124, 136, 153, 156, 165, 174, 200
Business Management 47, 53, 55, 99, 119

C

Cafeteria–*See Dining Services*
Calendar 6, 7
Campus Clinic 24, 34, 123, 200
Clinic, Campus–*See Center for Student Life and Involvement (CSLI)*
Career Services 18, 20, 200
Center for Student Life and Involvement 34, 35
Certificate 14, 39, 45, 47, 49, 50, 51, 53, 54, 55, 56, 57, 60, 61, 62, 66, 67, 70, 71, 73, 74, 80, 81, 85, 86, 91, 92, 96, 100, 105, 106, 108, 109, 111, 112, 113, 143, 149
Certificate Options 47
Certificate Plans 49–113
Chamber Singers 93, 157
Change of Name or Address 25
Chemistry 47, 52, 54, 65, 72, 74, 79, 90, 97, 104, 120, 155
Child Care Financial Support 38
Child Development/Early Childhood 47, 54, 55, 56, 57
Cisco 60, 61, 62, 125, 126
Civility Statement 5
Clubs and Organizations 35
College Preparatory Fees–*See Special Fees: College Preparatory Fees*
College Preparatory Studies 40, 41, 122, 183, 184, 185, 186, 187, 188, 189, 190, 200, 201
College Regulations 21–26
Communications 46, 58, 59, 123, 172
Computer Aided Drafting–*See Engineering Design Technology*
Computer Information Systems 47, 60, 61, 62
Computer Science 46, 47, 60, 63, 66, 90, 103, 104, 108, 111, 125
Continuing Education Center 41
Continuing Studies 41, 42, 44
Core Certificate 45
Core Curriculum–*See Core Certificate*
CORI 0100 123
Corporate Services 41, 42
Counseling Assistance 37
Course Curriculum–*See Degree/Certificate Plans*
Course Descriptions 114–178
Courses, Numbering of–*See Numbering of Courses*
Credit by Examination 19, 22
Credit, Transfer–*See Transfer Credit*
Criminal Justice 46, 47, 63, 64, 127

D

Dance 46, 64, 94, 128, 129, 145, 146
Deaf/Hard of Hearing Student Services 36, 37
Dean's List 23, 25
Degree/Certificate Plans 49–113
Dental Hygiene 14, 47, 65, 129, 199
Desktop Support Technician 61
Diagnostic Medical Sonography 14, 47, 48, 66, 67, 130, 131
Dining Services–*See Residential Life and Housing: Dining Services*
Directory Information 24
Disability Services 36, 200
Disputes, Transfer–*See Transfer Disputes*
Distance Education 16, 38, 42, 43, 44
Distance Education Fee–*See Special Fees: Distance Education Fee*
Dormitories–*See Residential Life and Housing*
Drafting & Design, Computer Aided–*See Engineering Design Technology*
Drama–*See Theatre*
Drug-Free Campus Statement and Zero Tolerance Policy 25
Dual Credit 12, 13, 43

E

Early Childhood–*See Child Development/Early Childhood*
Economics 46, 53, 67, 114, 131, 150
Education 12, 14, 16, 17, 18, 23, 24, 26, 27, 28, 29, 37, 38, 39, 41, 42, 43, 44, 45, 46, 47, 48, 50, 55, 66, 68, 69, 71, 83, 84, 91, 103, 104, 105, 112, 116, 121, 122, 131, 132, 141, 142, 147, 156, 165, 178, 200
Elementary Education–*See Early Childhood*
Emergency Medical Service Professions 69, 70, 71, 132
Employment, Student–*See Financial Aid: Employment*
Engineering 46, 47, 48, 72, 73, 74, 109, 133, 134, 176
Engineering Design Technology 47, 48, 73, 74, 134
English–*See Liberal Arts*
English Proficiency Proof 13
Environmental Science 47, 74
Equal Opportunity Compliance 26
Excess Hours Fees Notice 16

F

Facilities and Buildings–*See Buildings and Facilities*
Family Rights and Privacy Act (Directory Information) 25
FERPA 24, 25
Field of Study 46, 47, 52, 58, 59, 63, 68, 72, 93, 125
Financial Aid
- Bridge Loan 17
- Deadline 27
- Employment 29
- Financial Aid Funds 17
- Grants 27
- Installment Plan 17
- Loans 28
- Payment by an Outside Company 17
- Satisfactory Academic Progress Requirement 28
- Steps for Financial Aid Processing Each Year 27
- Tuition Exemption Program 29

Financial Aid Funds–*See Financial Aid: Financial Aid Funds*
Fire Protection 47, 48, 75, 76, 136, 137, 167, 185
First Year Experience 8, 35, 40, 180, 200, 202
Foreign Language 13, 46, 76, 89
Frequently Called Numbers 200
Full-time Professors 183–188
FYE–*See First Year Experience*

G

Gaming and Simulation Development 47, 77
General Educational Development Test–*See Admissions: By Examination*
General Education Courses 47, 104
General Studies 46, 47, 78
Geology 47, 55, 79, 141
Government 45, 46, 49, 52, 54, 58, 59, 63, 64, 67, 68, 72, 74, 76, 78, 79, 82, 83, 86, 87, 89, 93, 94, 97, 102, 107, 110, 141, 142
Grades and Reports 22
Grading System 22
Graduate Guarantees 39
Graduating with Honors 23
Graduation Requirements
- Additional Degrees 44
- Dates of Graduation 44
- Graduation Application Deadlines 44
- Graduation Under a Particular Catalog 44
- Student Responsibility 44

Grants 27–28
Graphic Design/Photography 47, 80, 81, 143
Guidance, Counseling–*See Academic Advising*

H

Harmony and Understanding 93, 157
Hazlewood Act 13, 30
Health and Kinesiology 47, 81, 82, 83, 144
Health Information Technology 14, 47, 84, 148
Health Service Fee–*See Special Fees: Health Service Fee*
Health Studies 82
Heating, Air Conditioning and Refrigeration Technology 85
High School Students, College Credit–*See Dual Credit*
History 38, 46, 49, 52, 54, 58, 59, 63, 64, 67, 68, 72, 74, 76, 78, 79, 82, 83, 86, 87, 89, 93, 94, 97, 102, 107, 109, 110, 115, 127, 131, 150, 177
History of College–*See How We Began*
Home Economics 150
Honors, Graduating with–*See Graduating with Honors*
Honors Program 39, 115, 124, 135, 136, 138, 142, 150, 152, 168, 169, 174, 176
Horticulture 47, 87, 114
Housing Application Process–*See Residential Life and Housing: Housing Application Process*
How We Began 5
Human Services: Addiction Counselor Training Program 88
Hybrid Courses 43

I

ID Cards 16
Immunization 13, 14
Indian Affairs, Bureau of 29
Informed Consent 25
Installment Plan–*See Financial Aid: Installment Plan*
International Students 13
Interpreter Training–*See Sign Language Interpreting*
Interpreting Services 36

J

Jacksonville–*See TJC-Jacksonville*
Journalism 46, 58, 59, 152

K

Kinesiology–*See Health and Kinesiology*

L

Laboratory Sciences 45
Languages, Foreign–*See Foreign Language*
Late Registration 18
Legal Assistant–*See Paralegal*
Liberal Arts 44, 46, 89, 200
Library Services 44
Lindale–*See TJC-Lindale*
Literacy Council of Tyler 41
Loans–*See Financial Aid: Loans*
Luminant Academy 43

M

Main Campus 36, 200
Management–*See Business Management; Medical Office Management*
Mapping–*See Surveying and Mapping Technology*
Maps 9–11
Mass Communication 46, 58, 59, 123
Mathematics 45, 47, 49, 50, 52, 58, 59, 60, 61, 63, 64, 67, 68, 76, 77, 78, 79, 80, 83, 85, 86, 89, 97, 99, 102, 107, 110, 112, 122, 152, 153
Academic Foundations Math Lab 41
Maximum Number of Courses Dropped 21
Medical/Dental Directors 199
Medical Laboratory Technology 14, 47, 90, 154
Medical Office Management 47, 48, 91, 92, 155
Middle Grades Certification–*See Associate of Arts in Teaching*
Mission Statement 5
Music 16, 46, 93, 94, 156, 157, 158, 159
Musical Theatre 47, 94, 157, 158
Music, Applied–*See Applied Music*
Music Fees–*See Special Fees: Music Fees*

N

Name Change–*See Change of Name or Address*
Natural Science 47
Network Administration–*See System Administration*
Non-Residents–*See SB 1528 (Non-Residents)*
Numbering of Courses 23, 57, 69, 81, 107, 112, 123, 154
Nursing, Associate Degree (ADN) 94, 160
Nursing LVN-ADN Transition 94, 95
Nursing, Vocational (VNE) 96, 163

O

Office Technology–*See Medical Office Management*
Online (Internet) Courses 43–*See How We Began*
Optician Technology–*See Vision Care Technology*
Organizations, Student–*See Clubs and Organizations*
Orientation–*See FYE Extravaganza*
Ornelas Health and Physical Education Center 42
Outdoor Leadership 83
Out-of-District student 15
Out-of-State 14, 16, 19

P

Paralegal 47, 97, 164, 165
Parental Notification Policy in Higher Education 24
Parking Fees–*See Special Fees: Parking Fees*
Payment by an Outside Company–*See Financial Aid: Payment by an Outside Company*
Peer Tutoring 36
Photography–*See Graphic Design/ Photography*
Physical Education–*See Health and Kinesiology*
Physical Therapist Assistant 98
Physics 47, 52, 54, 63, 66, 67, 72, 73, 79, 97, 104, 109, 130, 135, 166, 171
Placement Tests 14
Power Plant Technology 47, 48, 98, 99, 166
Pre-Dentistry 52
Pre-Med 52
Pre-Occupational Therapy 52
Pre-Physical Therapy 52
Pre-Physician Assistant 52
President's Letter 3
President's List 22
Pre-Veterinary 52
Process Piping Design–*See Engineering Design Technology*
Professional Staff 181–186
Professional Tennis Management 47, 48, 99, 100, 167
Professors, Full-time–*See Full-time Professors*
Proficiency Certificates–*See Certificate Plans*
Provost Office 44
Psychology 47, 55, 65, 69, 82, 88, 91, 95, 97, 99, 100, 102, 107, 108, 168, 169
Public Administration 47, 48, 100, 101, 102, 169, 185
Public Relations 46, 58, 124

R

Radiologic Technology 14, 47, 103, 169, 170
Radio & Television Broadcasting 46, 59
Re-Admit Policy–*See Admissions: Re-Admit Policy*
Reclassification 15
Record, Review of–*See Review of Record*
Records and Transcripts 24
Recreational Sports 34
Refund Policy 17, 42
Registration Fee 16
Regulations, College–*See College Regulations*
Reinstatements 21
Repeat Fee Policy 16
Residence Hall Association–*See Residential Life and Housing: Residence Hall Association*
Residency Classification 14
Residential Life and Housing
- Background Check 32
- Dining Services 33
- Housing Application Process 32
- "Live The Experience" 32
- Residence Hall Association 33
- Vaccination Requirements 32

Respiratory Care 14, 47, 104, 170, 171, 199
Reverse Transfer Graduation 12, 24
Review of Record 24

S

SB 1528 (Non-Residents) 15
SBDC–*See Small Business Development Center*
Scholarships 30, 31, 200
School of Academic Foundations 44
School of Continuing Studies 41, 42, 44
School of Liberal Arts and Sciences 44
School of Nursing and Health Sciences 14, 44
School of Professional and Technical Programs 44
School of Professional and Technical Programs Office of Development and External Funding and Grants 38
Secondary Education–*See Associate of Arts in Teaching*
Selective Admission–*See Admissions: Selective Admissions - Nursing and Health Professions*
Sign Language Interpreting 47, 48, 105, 106, 172, 173
Skills Training Center 43
Small Business Development Center 41, 42
Social Work 47, 107, 173

Sociology 47, 65, 95, 107, 108, 174
Special Admission–*See Admissions: Special Admissions*
Special Fees
College Preparatory Fees 16
Distance Education Fee 16
Health Service Fee 16
ID Cards 16
Laboratory Fee 16–*See Special Fees: Health Service Fee*
Music Fees 16
Parking Fees 16
Special Testing Accommodations 19
Speech 46, 55, 59, 63, 65, 66, 72, 88, 90, 99, 103, 104, 174
Staff, Administrative–*See Administrative Staff*
Staff, Professional–*See Professional Staff*
Student Activities–*See Professional Staff*
Student Classification 21
Student [Course] Load–*See Student Load*
Student Housing–*See Professional Staff*
Student Load 24
Student Responsibility [Graduation]–*See Graduation Requirements: Student Responsibility*
Student Rights Handbooks 25
Student Rights Information 25
Student Success 123
Students with Disabilities–*See Accommodations for Students*
Substance Abuse Counseling–*See Human Services: Addiction Counselor Training Program*
Support Services 36
Surgical Technology 14, 41, 47, 48, 108, 174
Surveying and Mapping Technology 47, 48, 109
System Administration 60–61

T

TAKS 12, 14, 18
Tech Prep and Credit by Articulation 19
Tech-Prep Programs 19
Telecourses 43
Tennis Teaching–*See Professional Tennis Management*
Testing/Assessment 12, 18
Texas Academic Skills Program–*See TASP*
THEA 12, 14, 18, 19, 37, 111, 114, 122, 123
Theatre 47, 93, 94, 110, 156, 157, 158, 176, 177
TJC-Jacksonville 5, 10, 200, 202, 204
TJC-Lindale 5, 11, 200
TJC-Rusk 5, 11, 200
Transcripts 12, 13, 21, 24, 28
Transfer 12, 23, 24, 27, 37, 39, 46, 72
Transfer Credit 23
Transfer Disputes 23
Transfer Programs 46
TRiO Student Support Services 37
Trustees, College Board of–*See Board of Trustees*
TSI 18, 44, 45, 122, 152, 153
Tuition and Fees 16–20
Tuition Exemption Program 29–30
Tuition, Fees, Surcharges 16
Tutoring–*See Peer Tutoring*
TV Production–*See Radio & Television Broadcasting*
Tyler Area Business Incubator 41, 42

V

Vaughn Library 38, 43, 44, 200
Veterans 29
Veterans Services 13
Virtual College of Texas 22, 23, 43
Vision Care Technology 14, 41, 47, 48, 111, 112, 177
Vision Statement 5
Vocational Rehabilitation Program–*See Assistive and Rehabilitation Program*
Vocation Nursing Education–*See Nursing, Vocational (VNE)*

W

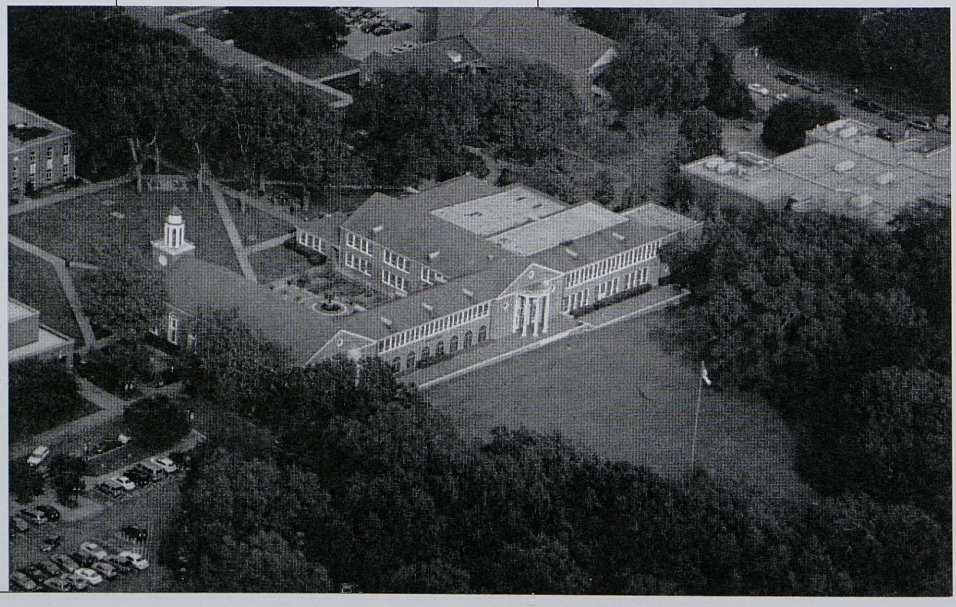
Waiver 29
WAN Technology 61
WAN Technology, Advanced Technical in 62
Weekend College 17
Welding Technology 41, 47, 48, 112, 113, 178
West Campus 10, 40, 41, 42, 44, 54, 55, 56, 57, 180, 200, 204
Withdrawal 21
Writing Lab 41

X

X-Ray Technician–*See Radiologic Technology*

Z

Zero Tolerance Policy 25



Technical Program Index

Department	Curriculum Page No	Course Descriptions Page No.
Agriculture		
AGRI	49, 87	114
Automotive Technology		
AUMT	50-51	115-117
Biology		
BIOL	52	117-118
Business		
ACCT	52	118-119
BUSI	52	119
Business Management		
ACNT	53	119
BMGT	53	119
BUSG	53	119
HRPO	53	119
MRKG	53	119
Child Development/Early Childhood		
CDEC	54-57	120-122
Computer Information Systems		
BCIS	52-53, 63	124
CETT	60-62	124
COSC	54-55, 60-61, 63-64 68, 73-75, 77-78, 84-86, 88, 90, 97, 99, 108-109, 111-112	124-125
CPMT	60-62	125
EECT	60-62	125
ITCC	61-62	125-126
ITMT	60-61	126-127
ITNW	60-61	126-127
ITSC	60-62	127
ITSE	60	127
ITSY	60-62	127
Criminal Justice		
CJSA	64	127
CRIJ	63-64	127-128
FORS	64	128
Dental Hygiene		
DHYG	65	129-130
Diagnostic Medical Sonography		
DMSO	66	129-130
DSVT	67	130-131
Education		
EDUC	68	131-132
Emergency Medical Service Profession		
EMSP	69-71	132-133
Engineering Design Technology		
ARCE	73	134
DFTG	73-74	134-135
SCIT	73	135
Fire Protection Technology		
FIRT	75-76	136-137
Game and Simulation Development		
ARTC	77	139
ARTV	77	139
GAME	77-78	139-141
Graphic Design/Photography		
ARTC	80-81	143
GRPH	80	143
IMED	80-81	143-144
PHTC	80-81	143-144
Health and Kinesiology		
KINE	82-83	144-147
PHED	82-83	147
Health Information Technology		
HITT	64, 84, 91-92, 98, 108, 111	148
HPRS	84	148
Heating, Air Condition and Refrigeration Technology		
HART	85-86	149
Home Economics		
HECO	82	150
Human Services		
CMSW	88	150-151
DAAC	88	151-152
Medical Laboratory Technology		
MLAB	90	154-155
PLAB	90	155
Medical Office Management		
ITSW	91, 97	155
POFM	84, 91-92, 111	155-156
POFT	91, 111	156
Nursing		
RNSG	94-95	160-163
VNSG	96	163-164
Paralegal		
LGLA	97	164-165
POFI	97	165
Power Plant Technology		
CETT	98-99	166
CBFM	98-99	166
ENER	98-99	166-167
ELMT	98-99	167
ELPT	98	167
ETWR	98-99	167
INCR	98-99	167
INMT	98	167
OSHT	98-99	167
TECM	98-99	167
Professional Tennis Management		
FITT	99-100	167
RECL	99-100	167-168

Department	Curriculum Page No	Course Descriptions Page No.
Public Administration		
PBAD	100-102	169
Radiologic Technology		
RADR	103	169-170
Respiratory Care		
RSPT	104	170-171
Sign Language Interpreting		
SGNL	105-106	171-172
SLNG	105-106	172-173
Surgical Technology		
SRGT	108	174-175
Survey and Mapping Technology		
SRVY	109	175-176
Vision Care Technology		
OPTS	111-112	177-178
Welding Technology		
WLDG	112-113	178

Course Index

Course	Department	Curriculum Page No	Course Descriptions Page No.
AGRI	Agriculture	49, 87	114
ACCT	Business	52	118-119
ACNT	Business Management	53	119
ARCE	Engineering Design Technology	73	134
ARTC	Gaming and Simulation Development	77	139
ARTC	Graphic Design/Photography	80	143
ARTS	Arts	49	114-115
ARTV	Gaming and Simulation Development	77	139
AUMT	Automotive Technology	50-51	115-117
BCIS	Computer Information Systems	52-53, 63	124
BIOL	Biology	52	117-118
BMGT	Business Management	53	119
BUSG	Business Management	53	119
BUSI	Business	52	119
CBFM	Power Plant Technology	98-99	166-167
CDEC	Child Development/ Early Childhood	54-57	120-122
CETT	Computer Information Systems	60-62	124
CETT	Power Plant Technology	98-99	166
CHEM	Chemistry	54	120
CJSA	Criminal Justice	64	127
CMSW	Human Services	88	150-151
COMM	Communications	58-59	123-124
CORI	College Orientation (College Prepatory Studies)		123
COSC	Computer Information Systems	54-55, 60-61, 63-64, 68, 73-74, 77-78, 84-86, 88, 90, 97, 99, 108-109, 111-112	124-125
CPMT	Computer Information Systems	60-62	125
CPSS	College Preparatory Student Success		123
CRIJ	Criminal Justice	63-64	127-128
DAAC	Human Services	88	150-152
DANC	Dance	64	128-129
DFTG	Engineering Design Technology	73-74	134-135
DHYG	Dental Hygiene	65	129
DMSO	Diagnostic Medical Sonography	66	129-130
DRAM	Theatre	110	176-177
DSVT	Diagnostic Medical Sonography	67	130-131
ECON	Economics	67	131
EDUC	Education	68	131-132
EECT	Computer Information Systems	60-62	125
EMSP	Emergency Medical Service Profession	69-71	132-133
ENER	Power Plant Technology	98-99	166-167
ELMT	Power Plant Technology	98-99	167
ELPT	Power Plant Technology	98	167
ENGL	English	89	135-136
ENGL	English (College Prepatory Studies)		122
ENGR	Engineering	72	133-134
EPCT	Power Plant Technology	98	167
ETWR	Power Plant Technology	98-99	167
FIRT	Fire Protection Technology	75	136-137
FITT	Professional Tennis Management	99-100	167
FORS	Criminal Justice	64	128
FREN	Foreign Language, French	76	137
GAME	Gaming and Simulation Development	77-78	139-141
GEOG	Geography		141
GEOL	Geology	79	141
GERM	Foreign Language, German	76	137-138
GOVT	Government	79	141-143
GRPH	Graphic Design/Photography	80	143
HART	Heating, Air Condition and Refrigeration Technology	85-86	149

Course	Department	Curriculum Page No	Course Descriptions Page No.
HECO	Home Economics	82	150
HIST	History	86	150
HITT	Health Information Technology	84, 91-92 98, 108, 111	148
HPRS	Health Information Technology	84	148
HRPO	Business Management	53	119
HUMA	Humanities		152
IMED	Graphic Design/Photography	80-81	143-144
INCR	Power Plant Technology	98-99	167
INMT	Power Plant Technology	98	167
ITCC	Computer Information Systems	61-62	125-126
ITMT	Computer Information Systems	60-61	126-127
ITNW	Computer Information Systems	60-61	127
ITSC	Computer Information Systems	60-62	127
ITSE	Computer Information Systems	60	127
ITSW	Medical Office Management	91, 97	155
ITSY	Computer Information Systems	60-62	127
JAPN	Foreign Language, Japanese	76	138
KINE	Health and Kinesiology	82-83	144-147
LGLA	Paralegal	97	164-165
MATH	Mathematics	89	152-154
MATH	Mathematics (College Prepatory Studies)		122
MLAB	Medical Laboratory Technology	90	154-155
MRKG	Business Management	53	119
MUAP	Music	93	159-160
MUEN	Music	93	156-157
MUSI	Music	93	157-159
OPTS	Vision Care Technology	111-112	177-178
OSHT	Power Plant Technology	98-99	167
PBAD	Public Administration	100-102	169
PHED	Health and Kinesiology	82-83	147
PHIL	Philosophy		166
PHTC	Graphic Design/Photography	80-81	143-144
PHYS	Physics	97	166
PLAB	Medical Laboratory Technology	90	155
POFI	Paralegal	97	165
POFM	Medical Office Management	84, 91-92, 11	155-156
POFT	Medical Office Management	91, 111	156
PSYC	Psychology	102	168-169
RADR	Radiologic Technology	103	169-170
READ	Reading (College Prepatory Studies)		122-123
RECL	Professional Tennis Management	99-100	167-168
RNSG	Nursing, Associate Degree	94-95	160-163
RSPT	Respiratory Care	104	170-172
SCIT	Engineering Design Technology	73	135
SGNL	Sign Language	105-106	171-172
SLNG	Sign Language Interpreting	105-106	172-173
SOCI	Sociology	107	173-174
SOCW	Social Work	107	173-174
SPAN	Foreign Language, Spanish	76	138-139
SPCH	Speech	59	174
SRGT	Surgical Technology	108	174-175
SRVY	Survey and Mapping Technology	109	175-176
TECM	Power Plant Technology	98-99	167
VNSG	Nursing, Vocational	96	163-164
WLDG	Welding Technology	112-113	178

TYLER JUNIOR COLLEGE

TYLER
JUNIOR
COLLEGE

P.O. Box 9020 · Tyler, Texas 75711-9020
For more information, Call 1-800-687-5680 or visit our Web site: www.tjc.edu